

**DISTRICT OF SECHLT**  
**MINUTES OF THE REGULAR COUNCIL MEETING**  
**Held via Zoom Online Meeting Platform**  
**Wednesday, March 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; Planner S. Koberwitz (partial attendance); Development Planning Manager I. Holl (partial attendance); Chief Building Official J. Nyhus; Communications Manager J. Rogers; Manager of Development Engineering and Sustainability M. Lee; 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 March 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 the meeting was being held on the traditional territory of the shíshálh Nation.

**2. ADOPTION OF AGENDA**

**Res. No. 2021-03D-1 – Moved/Seconded**

That the agenda be amended to include Item 3.1, Delegation - Westcor Lands Rezoning Application and Item 11.2(a), SCRD Report from Councillor Toth; and

That the amended agenda be adopted, as presented.

**CARRIED**

The Mayor asked for any Declarations of Conflict.

### **3. APPOINTMENTS AND DELEGATIONS**

#### **3.1 Nicholas Waissbluth, Architect and Bruce Mason – Westcor Lands Rezoning Application**

Mr. Nicholas Waissbluth provided an overview of the recent revised proposal for Rezoning Application for 5410 Mills Road (Westcor Lands). He noted the revised proposal now includes 34 townhomes and changes to the design to have duplex, triplex and fourplex units ranging between 2 to 3 bedrooms.

In discussion it was further noted:

- The current intent of the development is for the units to be sold at market value and to have 5 units set aside for a BC Housing initiative.
  - BC Housing will take ownership of the 5 units and rent them at under market value.
- By reducing the number of units from the original proposal, the cost per unit will increase.
- More specific unit design details will be included in the design development stage.
- The intent is to have 5 units that have a secondary suite in the basement or as a lock-off suite.
  - The number of secondary suites has not been finalized at this time as it is dependant on the number of parking stall requirements.
- The revised proposal includes a set back of 20 to 25 feet from the street edge, which results in the parking lot area being reduced.

The Mayor thanked Mr. Waissbluth and Mr. Mason for their presentation.

### **4. PROCLAMATIONS**

None.

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

#### **5.1 Minutes of the 5:30 pm Special Council Meeting of March 3, 2021**

**Res. No. 2021-03D-2 – Moved/Seconded**

That the Minutes of the Special Council Meeting of March 3, 2021 be adopted, as presented.

**CARRIED**

**5.2 Minutes of the 7:00 pm Regular Council Meeting of March 3, 2021**

**Res. No. 2021-03D-3 – Moved/Seconded**

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

**CARRIED**

**5.3 Minutes of the 4:00 pm Regular Council Meeting of March 10, 2021**

**Res. No. 2021-03D-4 – Moved/Seconded**

That the Minutes of the Regular Council Meeting of March 10, 2021 be adopted, as presented.

**CARRIED**

**6. BUSINESS ARISING FROM MINUTES**

None.

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

**7.1 Minutes of the Advisory Planning Commission Meeting of March 2, 2021**

**Res. No. 2021-03D-5 – Moved/Seconded**

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

**CARRIED**

**7.2 Minutes of the Committee of the Whole Meeting of March 10, 2021**

**Res. No. 2021-03D-6 – Moved/Seconded**

That the Minutes of the Committee of the Whole Meeting of March 10, 2021 be received; and the following recommendations be endorsed:

**Sechelt Library Update and 2021 Budget Request, RCMP 2021 Budget Request, Sunshine Coast Tourism Update and 2021 Funding Request**

- (1) That the presentations providing updates and 2021 budget requests from the representatives of Sechelt Public Library, the Sunshine Coast RCMP detachment and Sunshine Coast Tourism, be received.

## **Sewer and General Capital Requests for 2021**

- (2) That Business Item 5.4, *Sewer and General Capital Requests for 2021* be deferred to the March 24, 2021 Committee of the Whole meeting.

**CARRIED**

### Advisory Planning Commission Minutes of March 2, 2021

There was further Council discussion regarding the March 2, 2021 Advisory Planning Commission Minutes as follows:

- In follow up to Recommendation No. 5, staff advised that they are working with the applicant(s) on a Development Variance Permit for 5957 Sunshine Coast Highway (Clayton) to examine alternate options.
- In follow up to Recommendation No. 6, Council does not support creating definitive guidelines for variance applications.

## **8. BYLAWS**

### **8.1 Zoning Amendment Bylaw No. 25-308, 2020 (CityState Consulting)**

#### **Res. No. 2021-03D-7 – Moved/Seconded**

That the report from the Planner regarding Rezoning Application for 5547 Trail Avenue (CityState Consulting) be received.

**CARRIED**

#### **Res. No. 2021-03D-8 – Moved/Seconded**

That Council give third reading to Zoning Amendment Bylaw No. 25-308, 2020 (CityState Consulting), as amended; and

That the following items be secured by Section 219 covenant registered on title of the property prior to adoption of Zoning Amendment Bylaw No. 25-208, 2020 (CityState Consulting):

- a. Construction of Starfish Lane to the SR-8 Lane Standard in accordance with Subdivision and Development Control Bylaw No. 430, 2003 along the property frontage, including the portion beyond the center line; and

That Zoning Amendment Bylaw No. 25-308, 2020 (CityState Consulting) be referred to the Ministry of Transportation and Infrastructure for approval pursuant to Section 52 of the *Transportation Act*.

**CARRIED**

**Res. No. 2021-03D-9 – Moved/Seconded**

That Zoning Amendment Bylaw No. 25-308, 2020 (CityState Consulting) be read a third time this 17<sup>th</sup> day of March, 2021, as amended.

**CARRIED**

**8.2 Certification of Alternative Approval Process Results and Adoption of Loan Authorization Bylaw No. 594, 2020 (Public Works/Parks Operations Centre)**

**Res. No. 2021-03D-10 – Moved/Seconded**

That the report from the Corporate Officer, with attached certificate of elector response forms results, for the Loan Authorization Bylaw No. 594, 2020 (Public Works/Parks Operations Centre) Alternative Approval Process, be received.

**CARRIED**

The Mayor thanked the community for their engagement in the Alternative Approval Process.

**Res. No. 2021-03D-11 – Moved/Seconded**

That Council proceed with consideration of adoption of Loan Authorization Bylaw No. 594, 2020 (Public Works/Parks Operations Centre).

**CARRIED**

**Res. No. 2021-03D-12 – Moved/Seconded**

That Loan Authorization Bylaw No. 594, 2020 (Public Works/Parks Operations Centre) be adopted this 17<sup>th</sup> day of March, 2021.

**CARRIED**

**9. NEW BUSINESS**

None.

**10. BUSINESS ITEMS**

**10.1 Councillor McLean Notice of Motion – Sunshine Coast Call to Action**

Councillor McLean provided an overview of his Notice of Motion – Sunshine Coast Call to Action.

In discussion it was noted:

- The Call to Action is a first step in beginning a collaborative approach on implementing solutions to address the housing crisis on the Sunshine Coast.
  - The intent of the Call to Action is to raise awareness of the housing crisis and to be a high-level incremental approach for all endorsing organizations to consider when making decisions moving forward.
- There is a challenge with the perception that building more homes will address the issue, however, the Sunshine Coast is a destination location and people will always move here; the focus needs to be made on retaining people.

**Res. No. 2021-03D-13 – Moved/Seconded**

That the report from the Corporate Officer regarding a Notice of Motion submitted by Councillor McLean regarding Sunshine Coast Call to Action, be received.

**CARRIED**

**Res. No. 2021-03D-14 – Moved/Seconded**

Whereas community members came together on March 1, 2021 to address the housing crisis and drafted the attached Sunshine Coast Call to Action; and

Be it resolved that Council endorse the attached Sunshine Coast Call to Action dated March 1, 2021.

**CARRIED**

**10.2 Rezoning Application for Multi-Family Development on Mills Road (Westcor Lands)**

**Res. No. 2021-03D-15 – Moved/Seconded**

That the report from the Development Planning Manager regarding Rezoning Application for Multi-Family Development on Mills Road (Westcor Lands) be received.

**CARRIED**

Councillor Lamb experienced technical difficulties and left the meeting at 8:00pm.

Councillor Lamb returned to the meeting at 8:01pm.

**Res. No. 2021-03D-16 – Moved/Seconded**

That Council direct staff to prepare a zoning amendment bylaw for Multi-Family Development on Mills Road (Westcor Lands) based on the March 3, 2021 rezoning application proposal to be considered for first reading at an April 2021 Council meeting; and

That prior to consideration of second reading Council:

- a) Request that the applicant submit the required traffic assessment by a qualified professional engineer to address the threshold in OCP Policy 12.10 as previously requested.
- b) Request that the applicant propose a voluntary community amenity contribution in accordance with the policies contained within the Official Community Plan.

**CARRIED**

**10.3 COVID-19 Safe Restart Fund Grant for Local Governments**

**Res. No. 2021-03D-17 – Moved/Seconded**

That the report from the Director of Financial Services regarding COVID-19 Safe Restart Grant for Local Governments, be received.

**CARRIED**

**Res. No. 2021-03D-18 – Moved/Seconded**

That Council approve spending the following from the COVID-19 Safe Restart Grant for Local Governments for 2021:

1. Previous years COVID related expenses (Glass) - \$5,373;
2. Office modifications that lead to social distancing (Glass)
  - New workstations in the Financial Services Department - \$39,828
  - Glass on top of the panels in the middle office - \$11,550
  - Dividers in the Planning and Engineering area - \$16,000;
3. Training Organizational Development: Mental Health - \$15,000;
4. Digitization of the Sechelt Community Archives - \$25,460;
5. Implementation of PLL (Permitting portion) - \$17,000; and
6. Occupational Health and Safety - \$40,000

**CARRIED**

In discussion it was noted that the proposed OnBase project implementation costs are to hire an experienced company as a consultant to assist with converting and migrating all digital and paper records, training staff and drafting post-implementation policies and procedures in order to successfully achieve District-wide implementation by the end of 2021.

Councillor McLean experienced technical difficulties and left the meeting at 8:13pm

Councillor McLean returned to the meeting at 8:15pm.

**Res. No. 2021-03D-19 – Moved/Seconded**

That Council approve spending \$188,000 of the COVID-19 Safe Restart Grant for Local Governments for the OnBase project implementation.

**CARRIED**

In discussion it was further noted:

- There have been public requests for more commerce options on the new website since COVID-19, resulting in the increased proposed cost.
- There will be community engagement to help decide what is needed for the website from a user perspective.
- The intent behind the proposed Visitor Information Vehicle is to have the Visitor Information Centre (VIC) operated daily during peak season, with the potential to have the Sechelt VIC mobile while Seaside Centre is utilized as a COVID-19 testing clinic.
  - The vehicle would be owned, maintained and also used by the District for events during the off-peak season.
  - The vehicle may be used across the entire Sunshine Coast, and there is a potential to create a rental agreement between the other local governments for when the vehicle is not in use by VIC.

**Res. No. 2021-03D-20 – Moved/Seconded**

That staff reduce the amount of the proposed website budget and bring back another proposal to Council.

**DEFEATED**

**Res. No. 2021-03D-21 – Moved/Seconded**

That Council approve spending up to \$100,000 of the COVID-19 Safe Restart Grant for Local Governments for a Website, new with enhanced commerce.

**CARRIED**

**Res. No. 2021-03D-22 – Moved/Seconded**

That staff explore the possibility of a temporarily funded Bylaw Officer/Community Ambassador to assist with Health Order-related and tourism-related issues and report back to Council on costs and funding.

**CARRIED**

In discussion it was further noted that there needs to be a broader discussion on the future plans for Seaside Centre and that staff explore options for the grant funds that would benefit the community impacted by the pandemic.

**Res. No. 2021-03D-23 – Moved/Seconded**

That Council approve spending up to \$65,000 of the COVID-19 Safe Restart Grant for Local Governments for a Visitor Information Vehicle.

**CARRIED**

**OPPOSED: Councillors Toth and Lamb**

**Res. No. 2021-03D-24 – Moved/Seconded**

That Council approve spending \$30,000 of the COVID-19 Safe Restart Grant for Local Governments for four (4) outdoor tents.

**CARRIED**

**10.4 Development Permit 2017-30 West Porpoise Bay Estates Extension**

**Res. No. 2021-03D-25 – Moved/Seconded**

That the report from the Director of Planning and Development titled Development Permit 2017-30 West Porpoise Bay Estates Extension be received.

**CARRIED**

**Res. No. 2021-03D-26 – Moved/Seconded**

That Development Permit 2017-30 be extended until August 21, 2022.

**CARRIED**

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**10.5 Sechelt Public Library Funding and Service Agreement**

**Res. No. 2021-03D-27 – Moved/Seconded**

That the report from the Director of Financial Services regarding the Sechelt Public Library Funding and Service Agreement be received.

**CARRIED**

**Res. No. 2021-03D-28 – Moved/Seconded**

That Council approve the Sechelt Public Library Funding and Service Agreement as presented.

**CARRIED**

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

**11.1 Reports from Councillors**

Councillor Kuester reported that she attended a Housing Advisory Committee meeting and noted there were discussions had on the focus and goals relating to the Sunshine Coast Call to Action.

Councillor Rowe reported that she attended the Poverty Reduction Plan Steering Committee and noted they are preparing for 3 community forums focused on Sechelt, Gibsons and rural areas and more information will come forward soon. She also participated in a communications group for the Housing Advisory Committee and she is currently reviewing Community Investment Program grants.

Councillor McLean thanked the Mayor for attending the recent Housing Advisory Committee meeting on his behalf.

Councillor Lamb reported that he attended a Sunshine Coast Regional Economic Development Organization (SCREDO) meeting. He noted there was discussion on the recommendations made at the Housing Advisory Committee and how to best utilize their staff time on the project. He advised that SCREDO's website is up and running but not yet complete. SCREDO is looking into a Request for Proposal for a highway social economic study in preparation for the upcoming Sunshine Coast Bypass study as well as looking into getting the community more involved in the Business Excellence Awards and increasing the duration of the event.

Mayor Siegers reported that she attended an informative TraC meeting that hosted presenter Mikael Colville-Anderson, who is an international speaker that has family ties to the Sunshine Coast, and who was then able to relate to local active transportation safety issues discussed at the meeting. She noted from her weekly call with Vancouver Coastal Health (VCH) that when the Covid-19 vaccination phone line opened for appointments for the 65,000 BC residents eligible, VCH received over 1 million calls. She further noted that there are 3 vaccination clinic locations: Gibsons Legion, Sechelt Seniors Activity Centre and Madeira Park Legion, as well as individual homes for residents receiving homecare. VCH is now reviewing how to reach eligible seniors that are not receiving home care but are wanting the vaccine. Mayor Siegers attended the Sunshine Coast Community Forest (SCCF) meeting and noted that they have finished harvesting 2 cut blocks, and they are looking into setting up a firewood program for those in need. She attended the Sechelt Downtown Business Association (SDBA) meeting and noted the Business Improvement Area bylaw will be coming shortly, funders have come forward to support the SDBA Periwinkle Lane project, and their A Taste of Sechelt event will be occurring in May 2021. She further noted an upcoming District virtual event, Game of Floods, and informed that those interested can pre-register at Sechelt.ca.

Councillor Toth further noted that the SCCF firewood program is aimed at supporting low income individuals in need of firewood, as well as providing a trusted source of firewood. SCCF will be looking for help with the firewood splitting and stacking process. More information on the program will come forward as it becomes available.

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

Councillor Toth's SCRD report was included in the amended agenda package. He further noted that the fire department requests outlined in his report were for new self-contained breathing apparatus equipment and filling station for Roberts Creek, rescue truck upgrades and insurance benefits for the volunteer firefighters. He also noted that since there was a recommendation to look at biocover options for the Sechelt landfill, there may be an opportunity for the District of Sechelt to partner with the SCRD to remove biosolids from the Dusty Road site. He ended his report by noting that even with the improvements at Gray Creek, Churchill and the Langdale wells, there will still be a need to find another water source by 2026, but water metering would allow for more water conservation.

Mayor Siegers further added that the previous Water Demand Management report reflected that the water treatment plant was getting close to capacity and that by 2020 there would be a need for an upgrade to the plant. However, with water conservation efforts, that date has been pushed back and implementing water meters would push the date even further.

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

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### **12.1 Release of Resolutions from Closed Council Meeting**

#### **Res. No. 2021-03D-29 – Moved/Seconded**

That the report from the Corporate Officer regarding release of resolutions from the January 27, 2021 Closed Council meeting be received. Further, that the following Council resolutions be confirmed in open meeting:

- (1) That Douglas Dunn and Alexandra Parker be appointed to the Community Investment Program Committee for two-year terms.
- (2) That Council appoint Scott Hannah and Dana Caple to the Advisory Planning Commission until December 31, 2023.

**CARRIED**

### **12.2 Council Correspondence**

#### **Res. No. 2021-03D-30 – Moved/Seconded**

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

**CARRIED**

In discussion, Council agreed that in response to Council Correspondence item 4., *03-09, Email, S White, Sunshine Coast Homelessness Advisory Committee Urgent Letter*, District staff first make efforts to provide communication and problem-solving options relating to compliance of zoning, prior to strict enforcement.

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

There were no emergency items brought forward.

### **14. ADJOURNMENT**

#### **Res. No. 2021-03D-31 – Moved/Seconded**

That the Regular Council meeting of March 17, 2021 be adjourned at 9:38 pm.

**CARRIED**

Certified Correct:

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Darnelda Siegers, Mayor

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Jo-Anne Frank, Corporate Officer