



**DISTRICT OF SECHELT
REGULAR MEETING OF COUNCIL
REVISED AGENDA***

Wednesday, June 5, 2024, 7:00 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform

PLEASE NOTE:

The public is welcome to attend meetings in person or by electronic communications, as follows:
District of Sechelt's YouTube channel: <https://www.youtube.com/user/SecheltMedia>
Zoom: <https://zoom.us>, join Meeting ID: 849 3200 8172 and Password: JUNE2024
Phone: 1-778-907-2071, with Meeting ID: 849 3200 8172 and Password: 56242514

Pages

1. LAND ACKNOWLEDGEMENT	
The District of Sechelt is located on the traditional and unceded territory of the shíshálh Nation. We respect the histories, language and culture of the people of the shíshálh Nation, whose presence continues to enrich this community.	
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Public Question and Answer Period.

PROCLAMATION

WHEREAS The District of Sechelt and the Sunshine Coast as a whole has a large, diverse, multiethnic, multi-generational 2SLGBTQIA+ (2 Spirit, Lesbian, Gay, Bisexual, Trans+, Queer, Intersex, Asexual, plus) community who honour our culture and our histories which are vibrant and distinct; and

WHEREAS Traditionally in June, Sunshine Coast Pride Month celebrates 2SLGBTQIA+ people, arts, culture and recreation, providing opportunities for the whole community to identify and connect with each other; and

WHEREAS Social, emotional, intellectual, cognitive and financial factors are key in the disproportionate risk for mental health concerns including loneliness, anxiety, depression, substance use/addiction and suicide within the 2SLGBTQIA+ youth population; and

WHEREAS Sunshine Coast Pride Month provides vital opportunities for 2SLGBTQIA+ youth and families to identify and connect with 2SLGBTQIA+ peers and elders, enabling a sense of belonging and helping to mitigate these risk factors, recognizing that strong community saves lives.

NOW, THEREFORE:

**I proclaim the month of June 2024, as
SUNSHINE COAST PRIDE MONTH
in the District of Sechelt**



MAYOR JOHN R. HENDERSON

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024
FROM: Serge Fjetland, Engineering Technologist
SUBJECT: **Inlet Ave Noise Bylaw Variance**
FILE NO: 5331-133; 2021-07

RECOMMENDATION

That Council approve a variance to Noise Bylaw No. 519, 2012, allowing NB Contracting LTD. to complete the road markings of Inlet Avenue between 5:00 pm to 2:00 am from Monday to Friday.

PURPOSE

To bring forward a request to Council to approve a variance to Noise Bylaw 519, 2012 to facilitate the works at night, minimizing disruption to Inlet Avenue during the day.

DISCUSSION

Summary

To minimize impact to local businesses and road traffic, as well as reduce the risk of vehicles driving across the wet markings, it is proposed that the road marking on Inlet Avenue be completed in the evening. The time proposed is contrary to the District of Sechelt's Noise Bylaw and therefore, a bylaw variance is requested. The proposed work schedule will take one weeknight between 5:00 pm – 2:00 am with the exact days dependent on contractor availability.

Background

Inlet Avenue is nearing completion, with the final step being road markings. Road markings are typically done at night, when road traffic is lowest, minimizing disturbance to road users, residents and local businesses.

Road marking is not a loud task, and no grinding is proposed. Accordingly, the impact to local residents is expected to be minimal. There are no residences on Inlet Avenue itself, and residents on Mermaid Street, Wharf Street and Dolphin Avenue will be notified in advance of the works.

Section 4(d) of the Noise Bylaw states:

“No person shall, on a Monday to Saturday inclusive before 0700 hours or after 2100 hours, or on a Holiday before 0900 hours or after 1700 hours, engage in or permit construction in such a manner as to create noise.”

The Contractor can perform these works Monday to Friday from 5:00 pm to 2:00 am. The works will take approximately one night, with the exact day dependent on contractor availability.

POLICY AND BYLAW IMPLICATIONS

Council has previously approved Noise Bylaw variances to allow weekend and evening works for other construction projects, including construction of Trail Avenue, Wharf Avenue and the Airport Runway.

A variance to the provisions of the Noise Bylaw must be granted by Council resolution.

SUSTAINABILITY PLAN IMPLICATIONS

None.

STRATEGIC PLAN IMPLICATIONS

None.

FINANCIAL IMPLICATIONS

These works are part of the Inlet Ave project and are accounted for in the awarded project. There are no financial implications.

COMMUNICATIONS

Notices of the approved schedule will be hand delivered to neighbouring residents prior to work commencement. In addition, the information will be posted to the District’s website and social media platforms.

Respectfully submitted,

Serge Fjetland
Engineering technologist

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024
FROM: Marina Stjepovic, Community Planner
SUBJECT: Liquor Licence Amendment for Twenty Two Taphouse at 5770 Teredo Street
FILE NO: 4350-2024-01

RECOMMENDATIONS

1. That Council has provided an opportunity for any resident to speak to the application.
 2. That Council has considered the following:
 - a. The location of the establishment;
 - b. The person capacity and hours of liquor service;
 - c. The impact of noise on the community in the vicinity of the establishment; and
 - d. The general impact on the community if the application is approved.
 3. That Council supports the licence amendment for Twenty Two Taphouse to increase the total liquor licence capacity from 195 persons to 256 persons.
-

PURPOSE

The purpose of the report is for Council to consider a referral from the Liquor and Cannabis Regulation Branch (LCRB) concerning an application to expand their service area and increase the capacity at Twenty Two Taphouse at 5770 Teredo Street.

OPTIONS

1. That Council does not support the application.

DISCUSSION

Legislative Context

The *BC Liquor Control and Licencing Act* and *Liquor Control and Licensing Regulation* requires a local government to gather the views of residents and consider prescribed criteria to evaluate certain types of liquor licence applications. As the approving authority for liquor licensing the LCRB must consider a local government recommendation prior to issuing or amending a prescribed class of licence.

Background

Twenty Two Taphouse is a food and beverage establishment located at 5770 Teredo Street. Their current liquor primary licence is for a service lounge with an outdoor service area endorsement and capacity for up to 195 people. Twenty Two Taphouse has applied to the LCRB for an

amendment to their licence, to expand the service area, add a permanent patio and increase the liquor licence capacity to 256.

Table 1: Site Data	
Applicant	Del Sidhu
Establishment	Twenty Two Taphouse
Civic Address	5770 Teredo Street
Zoning Designation	C4 Downtown Centre Commercial
OCP Designation	Downtown Centre
Current Licence Type	Liquor Primary with 195-person occupancy

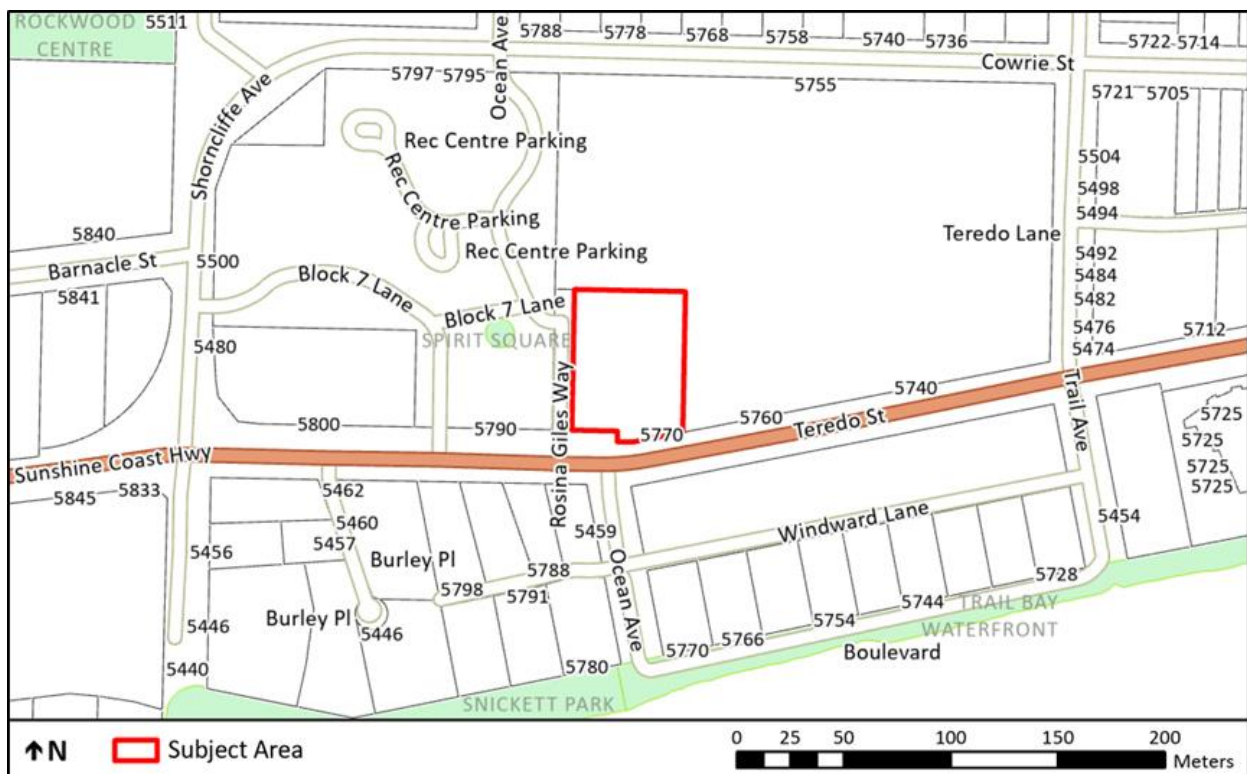


Figure 1 – Location

Public and Neighbour Comments

To gather residents’ views on the application, an advertisement was published in the May 17th issue of the Coast Reporter newspaper, posted to the District’s social media, and notification letters were mailed to neighbours within 100 m.

As of the report deadline, no comments have been received.

Referral Comments

The application was referred to the following agencies and internal departments for comment:

Table 2: Referral Comments	
RCMP Sunshine Coast Detachment	“Twenty Two Taphouse has minimal calls to their establishment, has a large parking lot and is far enough back from the road, that the additional seating raises no concerns from the RCMP at this time.”
Sechelt Downtown Business Association	“The SDBA Board fully supports the application to change their liquor primary licence to increase the total capacity.”
Building Department	No concerns with application.
Bylaw Enforcement	“We have not received any complaints regarding this establishment.”

Consideration of Prescribed Criteria

In accordance with provincial regulation the local government must consider the following criteria when considering liquor primary licence changes:

The location of the establishment



Figure 2 – Aerial image 2021 showing surrounding area

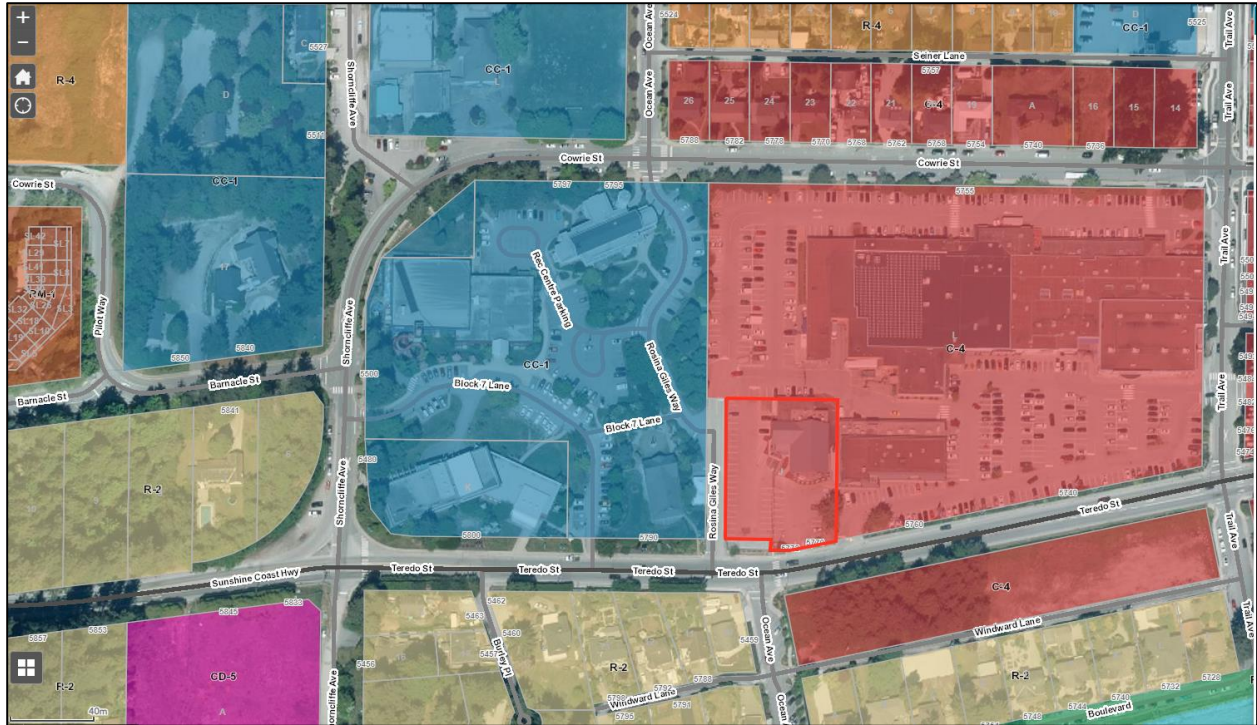


Figure 3 – Surrounding zoning

Twenty Two Taphouse is located within the ‘Downtown Centre’ designation under the Official Community Plan. Zoning Bylaw No. 580, 2022 allows for ‘liquor primary establishment’ as a permitted use within the C4 zone. The proposed changes conform with the zoning bylaw.

Table 3: Adjacent Land Uses			
Direction	Zone	Designation	Actual Land Use
North	C4	Downtown Centre Commercial	Commercial (Trail Bay Mall)
South	C4	Downtown Centre Commercial	Undeveloped Land Residential Homes
	R2	Low Density Residential	
East	C4	Downtown Centre Commercial	Commercial (Trail Bay Mall)
West	CC1	Community and Civic	RCMP / Recreation / Civic

The person capacity and hours of liquor service

The applicant is seeking to change the service area by expanding the dining area into the nextdoor space, adding a second patio and increasing the liquor licence capacity from 195 to 256. Hours of liquor service are between 10am and midnight Sunday to Thursday, and 10am to 1am on Fridays and Saturdays. This is within the times permitted by District of Sechelt Business Licence Bylaw No. 520, 2012, and no changes are proposed.

The impact of noise on the community in the vicinity of the establishment

The amendment seeks an additional ground level outdoor patio area with 30 seats, for a total of 90 outdoor patio seats.

Noise has not been a source of bylaw complaints in the past, and additional impact is not expected to be an issue for this establishment in this location.

The general impact on the community if the application is approved

If the application is approved, the impact is expected to be positive, as supporting business in the downtown core works to develop a more vibrant Sechelt for residents and visitors.

POLICY AND BYLAW IMPLICATIONS

None.

SUSTAINABILITY PLAN IMPLICATIONS

This application generally supports economic sustainability by supporting local business.

STRATEGIC PLAN IMPLICATIONS

This application is in line with Council’s strategic priority of “fostering a vibrant downtown core” which includes business opportunities in the downtown core.

FINANCIAL IMPLICATIONS

No financial implications.

COMMUNICATIONS

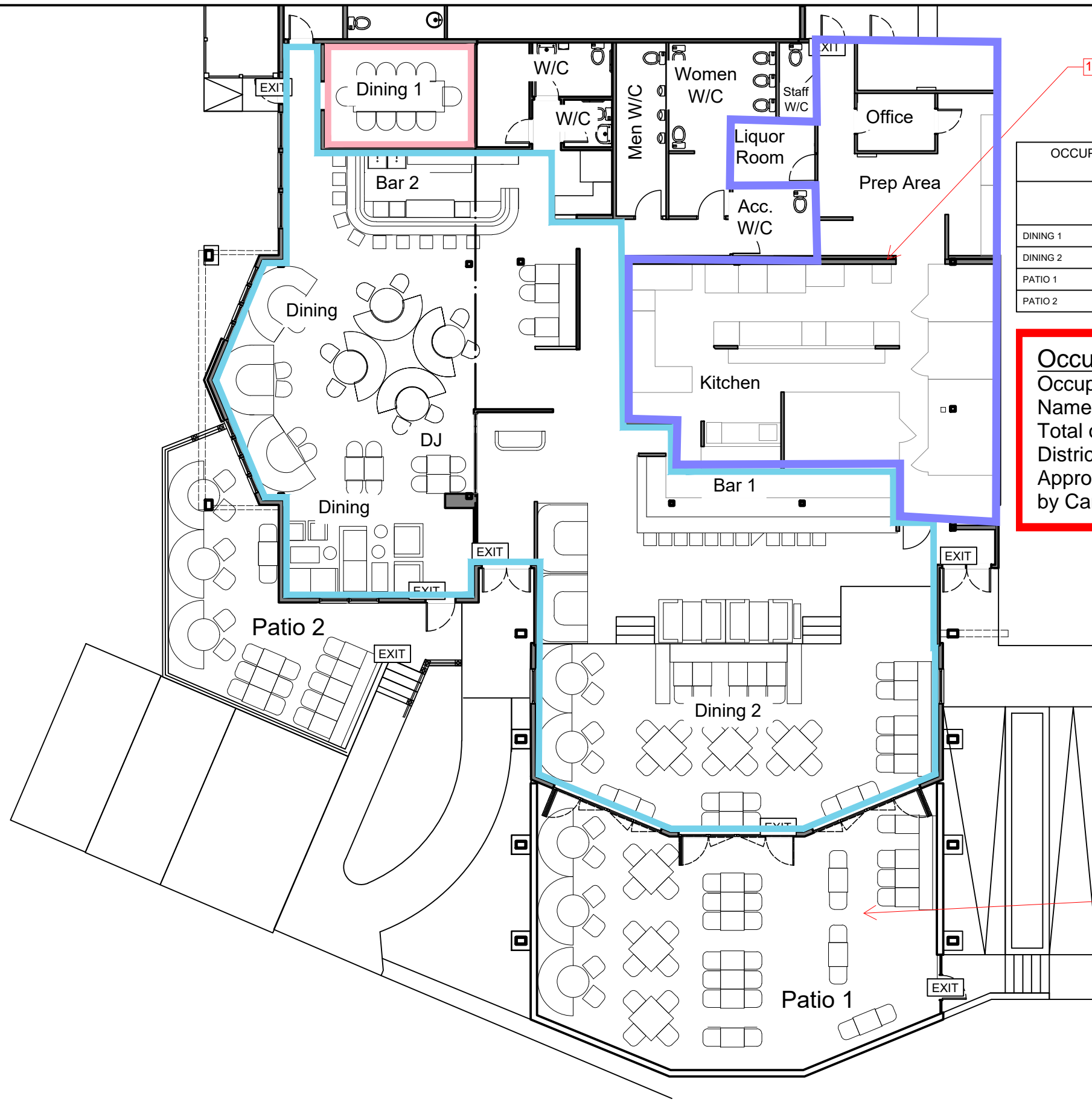
Council’s recommendation will be sent to the LCRB and included in the meeting minutes.

Respectfully submitted,

Marina Stjepovic
Community Planner

Attachments:

1 – Twenty Two Taphouse Renovation and Expansion Occupancy



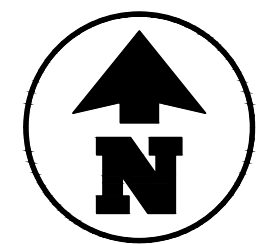
OCCUPANCY LOAD AREA CALCULATION (Dining, beverage, and cafeteria space)

	AREA IN SF	AREA IN SM	NUMBER OF OCCUPANTS
DINING 1	166	15.5	12
DINING 2	2384	221.5	172
PATIO 1	1015	94.2	60
PATIO 2	424	39.4	30

Occupant Load
 Occupancy type: A2
 Name of business: Twenty Two Taphouse
 Total occupant load: 198
 District of Sechelt,
 Approved on 2024-05-27
 by Cam Landry

14 occupants

maximum 60 occupants



22 taps Renovation and Expansion Occupancy

LL1

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024

FROM: James Nyhus, Chief Building Official

SUBJECT: **Protection of Trees on District of Sechelt Public Lands and Fines for Unlicensed Vehicles**

FILE NO: 3900

RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE MAY 22, 2024

That Highways and Parking Amendment Bylaw No. 516-4, 2024 be read a second and third time; and

That the following amendment bylaws be read for the first, second and third time:

- a. Municipal Ticket Information Bylaw Amendment No. 491-4, 2024; and**
- b. Bylaw Notice Enforcement Implementation Amendment Bylaw No. 515-14, 2024; and**

That Tree Cutting and Limbing Policy No. 5.3.1 be rescinded; and

That the Protection of Plants and Trees on Public Lands Policy 5.3.3 be endorsed

PURPOSE

To establish effective protection of plants and trees on District of Sechelt properties that are not within parks by updating definitions in the Highways and Parking Bylaw No. 516, 2012, as well as clarifying parking requirements in the Highways and Parking Bylaw No. 516, 2012.

To allow the District to charge penalties for contravention of these bylaws the Municipal Ticket Information Bylaw No. 491, 2010 and Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 also need to be updated.

OPTIONS

1. Request further amendments to the proposed bylaws.
2. Do not proceed with the bylaw amendments.

DISCUSSION

Summary

At the May 1, 2024, Regular Council meeting this report was received and the Highways and Parking Amendment Bylaw No. 516-4, 2024, was read for the first time and the report was then referred to Committee of the Whole. At the May 22, 2024 Committee of the Whole meeting, the

committee endorsed the motion that is included in the recommendation above. This report and bylaws are unchanged.

Recently several trees were removed from District of Sechelt lands without permission. Staff were not able to issue any fines for this action as there was no path for penalties to be administered in either the Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 or the Municipal Ticket Information Bylaw No. 491, 2010. The Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 is not the ideal method of enforcing the proposed changes as there is only a \$500.00 limit on the Bylaw Notices which may not be enough of a deterrent to unpermitted tree removal or pruning. By referencing the Municipal Ticket Information Bylaw No. 491, 2010 and the Offence Act will empower bylaw enforcement to seek much higher penalties and potentially a Summary Conviction in court. Bylaw Notices will be able to be issued for damage to plants and shrubs where applicable, such as District landscaped areas.

There are instances where trees must be removed either because they have become diseased or have died or otherwise present a hazard to personal safety or property, or due to a development or redevelopment of a parcel of land requiring road access or connection to District of Sechelt or Sunshine Coast Regional District infrastructure.

Trees are a natural asset of the District and need to be protected the same as any other asset. The proposed amendment to the Highway and Parking Bylaw No. 516, 2012 clearly sets out both the language for the preservation of trees on District property such as boulevards and road allowances and penalties for the unpermitted removal or damage to these trees and plants.

The accompanying Council policy will set out the criteria for tree removal from District land where required and removal of trees for aesthetic purposes or topping of trees will no longer be permitted. Some species will slowly die becoming a hazardous tree if they are topped or spiral pruned requiring their removal at a later date at the District's expense.

The proposed housekeeping changes to the Highway and Parking Bylaw No. 516, 2012, are to update some of the definitions and to clarify that only vehicles insured and licenced for use on a highway as per the Motor Vehicle Act are permitted to be parked on a District of Sechelt highways as defined.

The amendment to the Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 will establish fines for instances where plants in landscape areas are damaged. Damage to trees will only be through the higher fine amounts in the Municipal Ticket Information Bylaw No. 491, 2010.

Legislative Context

The proposed bylaw amendments and policy are in alignment with the Community Charter, section 8 (3) (b) and (c) [*Fundamental Powers*] and 50 [*Restrictions in relation to authority*].

POLICY AND BYLAW IMPLICATIONS

As this bylaw would be amended, the District of Sechelt Tree Removal Policy is also amended to reflect the changes in Bylaw No. 516, 2012. The proposed bylaw amendments support the objectives of the District's Urban Forest Plan (2010) to conserve the existing treed environment.

SUSTAINABILITY PLAN IMPLICATIONS

1. Social Sustainability and Community Well Being.
2. Environmental Sustainability – Enhances the Urban Forest through improved tree protection.
3. Sustainable Community Growth and Development.
4. Leadership in Sustainability – Trees on District owned land are natural assets that provide benefits to the community, and the proposed bylaw amendments would create a deterrent to unlawful removal.

STRATEGIC PLAN IMPLICATIONS

5. Commitment to Climate Change Mitigation, Adaptation and the Preservation of the Natural Environment

FINANCIAL IMPLICATIONS

There are no direct costs to the District.

COMMUNICATIONS

The changes will be published on the District website.

Respectfully submitted,

James Nyhus

Chief Building Official

Attachment 1 – District of Sechelt Tree Limbing and Cutting Policy No. 5.3.1

Attachment 2 – Draft District of Sechelt Protection of Plants and Trees on Public Lands Policy No. 5.3.3



COUNCIL POLICY
5.3.1 – Tree Limbing and Cutting

POLICY NAME	Tree Limbing and Cutting	POLICY NO.	5.3.1
POLICY OWNER	Director of Engineering and Operations	REVIEW PERIOD	
EFFECTIVE DATE	October 20, 1993	RESOLUTION NO.	7935
AMENDMENT DATE	July 23, 2003	AMENDMENT RESOLUTION NO.	16045
AMENDMENT DATE	January 21, 2004	AMENDMENT RESOLUTION NO.	16326

PURPOSE

To provide direction to District staff when dealing with requests to limb or remove trees from District owned and managed property, for view or safety reasons.

POLICY

1. The District of Sechelt endeavours to promote protection of trees within its boundaries, realizing the value and beauty that an abundance of trees provides any community. However, because of Sechelt being a seaside community, views are also an important element to the quality of life for many residents. Other issues that arise with respect to trees include safety concerns (dead or diseased trees), fire prevention and suppression requirements.
2. Property owners adjacent to District owned/managed property may request in writing that a tree or trees be limbed or removed due to:
 - a) safety concerns
 - b) view purposes
3. Requests will be forwarded to the District Engineering and Public Works Department. The Parks Foreman (Arborist) will review the requests and give recommendations to the Superintendent of Public Works for approval.
4. The Parks Foreman may consult with other members of staff, and will have the discretion to negotiate with property owners and make recommendations regarding tree requests.

PROCEDURE

A. Criteria for Approving Removal

a) Safety Reasons

- Tree or trees are dead or dying, severely damaged, unstable or leaning and in danger of falling
- Tree is interfering with or will interfere with utility wires such that limbing will not solve the safety issue

b) Damage to Infrastructure/Development Requirements

- Roots of the tree are interfering with or damaging storm drainage or sewer system components or other improvements, and no other measure to prevent the damage is available
- Removal of tree is required for construction of a driveway or other infrastructure during development

c) View Purposes

- The tree is considered a species of lesser value (such as an Alder) and by its removal will not negatively affect other nearby species of trees, slope/bank stability, the overall local environment, the aesthetics of the area or adjacent property owners; and
- The adjacent property owner requesting removal will replace the removed tree with a young, slower growing species

Removal for view purposes based on the criteria, will be paid for by the adjacent property owner, and will be performed by a professional tree company that is approved by the District of Sechelt under the direction of District staff.

B. Criteria for Approving Limbing

An adjacent property owner may wish a tree or trees be limbed to enhance their view, or regain a view lost by the growth of trees on adjacent District owned/managed land.

The District's Parks Foreman will work with the adjacent property owner, to provide options other than tree removal to enhance views where the trees are not Alders or other fast growing species considered to be of lesser value. Limbing to enhance view will be permitted in the following cases:

- For trees that provide habitat for wildlife
- For aesthetically significant trees (such as rare species in good health)
- For larger species such as Fir, Arbutus, Spruce, and Cedar
- In geographically significant areas where the trees are necessary for continued stabilization of the surrounding land

As is noted in the section pertaining to removal, limbing will be strongly encouraged in other circumstances where the Parks Foreman considers removal of a tree to be detrimental to the adjacent trees, the aesthetics or environmental health of the area, the adjacent property owners or under other professional considerations

Limbing will be performed by a company approved by the District of Sechelt and costs will be paid by the property owner requesting the work be performed.

C. Safety – Limbing or Removing

In cases where a safety condition exists with respect to a tree or tree(s) on District owned/managed property, the tree or tree(s) will be removed or limbed as appropriate by the District.

COUNCIL POLICY
5.3.3 – Protection of Plants and Trees
on District of Sechelt Public Lands

POLICY NAME	Protection of Plants and Trees on District of Sechelt Public Lands	POLICY NO.	5.3.3
POLICY OWNER	Director of Corporate and Community Services	REVIEW PERIOD	2029
EFFECTIVE DATE		RESOLUTION NO.	
AMENDMENT DATE		AMENDMENT RESOLUTION NO.	

PURPOSE

To provide direction for Public Works, Community Services and Bylaw Enforcement staff in administering the provisions of the Highways and Parking Bylaw No. 516, 2012

OBJECTIVES

This policy seeks to:

- Direct how staff should apply the provisions of Bylaw No. 516 for damage to trees.
- Protect natural assets within the District.
- To provide means for trees to be removed when necessary.

SCOPE

- Trees on District lands.

DEFINITIONS

- As per District of Sechelt Highways and Parking Bylaw No. 516, 2012, and its amendments.

POLICY

1. The District of Sechelt endeavours to protect and preserve trees that are on District lands that are not within Parks or other similarly regulated areas.
2. Persons may request the removal of trees on District lands:
 - a. That are dangerous or hazardous as determined by an ISA certified Arborist.
 - b. As part of an approved development

3. Requests shall be in the form required by the Manager of Community Services; the District Arborist will review the request and make recommendations regarding the removal requests including but not limited to the number and species of trees for replacement and replanting and the maintenance of the replacement trees.
4. The Manager of Community Services or his/her designates will have the discretion to negotiate with property owners and make recommendations regarding tree removals and replanting.
5. Criteria for Approving Removal

a) Dangerous or Hazardous Trees

- Where the District of Sechelt Arborist has examined a tree or reviewed a report from a ISA certified arborist and submitted a report to the Manager of Community Services stating that the tree may pose or poses an imminent threat to public safety or a valid risk for damage to property.

b) Development or Driveways

- Removal of trees for development, access to a development or a driveway permit; application for removal must be made to the Manager of Community Services for all removals
- Roots of a tree are damaging infrastructure and there is no other means of mitigating the damage

c) Trees will not be removed for views or aesthetic reasons.

DISTRICT OF SECHELT
Bylaw No. 516-4, 2024

A bylaw to amend Highways and Parking Bylaw No. 516, 2012

WHEREAS section 8 (3) (b) of the *Community Charter, S.B.C. 2003, c.26* authorizes Council, by bylaw, to regulate, prohibit and impose requirements in relation to, among others, public places;

AND WHEREAS section 36 of the *Community Charter* authorizes Council, by bylaw, to regulate and prohibit in relation to all uses of or involving a highway or part of a highway;

AND WHEREAS section 46 of the *Community Charter* authorizes Council, by bylaw, to authorize the seizure of things unlawfully occupying a portion of a highway or public place and establish fees for such seizure, and provide for recovery of those fees;

AND WHEREAS section 62 of the *Community Charter* sets out that the authority under section 8 (3) (b) includes the authority in relation to persons, property, things and activities that are in, on or near public places;

AND WHEREAS Council wishes to enact a bylaw to regulate traffic and the use of highways;

NOW THEREFORE the Council of the District of Sechelt in open meeting assembled hereby enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, “Highways and Parking Bylaw Amendment Bylaw No. 516-4, 2024”.

AMENDMENTS

2. Existing definition;

Cycle means a device having any number of wheels that is propelled by human power and on which a person may ride;

is deleted, new definition;

Cycle means a device having any number of wheels that is propelled by human power and on which a person may ride and includes a motor assisted cycle, but does not include a skate board, roller skates or in-line roller skates;

is added.

Highway includes every highway within the meaning of the *Transportation Act, S.B.C. 2004,*

c. 44, and every road, street, lane or right of way, other than arterial highways designed or intended for or used by the general public for the passage of vehicles, and every private place or passageway to which the public, for the purpose of the parking or servicing of vehicles, has access or is invited; and includes the roadway, shoulder, boulevard, ditch and sidewalk area and whatever lands lie between the property lines of the highway;

is deleted, new definition;

Highway includes every highway within the meaning of the *Transportation Act, S.B.C. 2004, c. 44*, and every road, street, lane, *road allowance* or right of way, other than arterial highways designed or intended for or used by the general public for the passage of vehicles, and every private place or passageway to which the public, for the purpose of the parking or servicing of vehicles, has access or is invited; and includes the roadway, shoulder, boulevard, ditch and sidewalk area and whatever lands lie between the property lines of the highway;

is added.

Recreational vehicle means a vehicle that is equipped with a living space and amenities found in a home;

is deleted, new definition;

Recreational Vehicle means a motor vehicle or a vehicle towed by a motor vehicle, providing temporary living accommodation and includes travel trailer, tent trailer, camper, caravan, and motor home.

is added.

3. **6 (d)** that is uninsured or does not display a valid license plate in the manner required by the Motor Vehicle Act

is added.

4. The existing provision;

42. Injury to Trees and Flowers Prohibited

No person, other than an authorized employee of the District acting in pursuance of duties, shall dig up or in any manner injure or destroy any tree, flower, foliage, flowering plant, plant, or shrubbery on any highway.

is deleted, new provision;

42. Injury to Trees and Flowers Prohibited

No person, other than an authorized employee of the District acting in pursuance of duties or a person authorized by the Manager of Community Services, shall or contract or hire another person to dig up or in any manner injure or destroy any flower, foliage, flowering plant, plant, or shrubbery in an area maintained by the District of Sechelt or a tree on any highway.

is added.

5. The existing provision;

53. OFFENCE AND PENALTY

(a) No person, other than the owner or driver of a vehicle, shall remove any notice placed thereon or affixed thereto by a Bylaw Enforcement Officer in the course of his duties.

- (i) Except where the penalty is otherwise provided for in the *Community Charter*, every person who offends against any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this bylaw, or neglects to do or refrains from doing anything required to be done by this bylaw, shall be deemed to have committed an offence under this Bylaw and shall be liable to fines specified under the Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012.
- (ii) Each day a violation of a provision of this bylaw exists or is permitted to exist, shall constitute a separate offence.

is deleted, new provision;

(a) No person, other than the owner or driver of a vehicle, shall remove any notice placed thereon or affixed thereto by a Bylaw Enforcement Officer in the course of his or her duties.

- (i) Except where the penalty is otherwise provided for in the *Community Charter*, every person who offends against any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this bylaw, or neglects to do or refrains from doing anything required to be done by this bylaw, shall be deemed to have committed an offence under this Bylaw and shall be liable to fines specified under the Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 or the Municipal Ticket Information Bylaw No. 491, 2010.
- (ii) Except where the penalty is otherwise provided for in the *Community Charter*, every person who offends against any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this bylaw, or neglects to do or refrains from doing anything required to be done by this bylaw, shall be deemed to have committed an offence under this Bylaw subject, upon conviction, to imprisonment of not more than 6 months and/or a fine of not more than 20,000 dollars.
- (iii) Each day a violation of a provision of this bylaw exists or is permitted to exist, shall constitute a separate offence.

is added.

Council means the Municipal Council of the District of Sechelt.

District means the municipal corporation of the District of Sechelt.

PROVISIONS

3. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME THIS	1st	DAY OF	MAY, 2024
READ A SECOND TIME THIS		DAY OF	MONTH, 2024
READ A THIRD TIME THIS		DAY OF	MONTH, 2024
ADOPTED THIS		DAY OF	MONTH, 2024

Mayor

Corporate Officer

**DISTRICT OF SEHELDT
Bylaw No. 491-4, 2024**

A bylaw to amend Municipal Ticket Information Bylaw No. 491, 2010

WHEREAS section 260(1) of the *Community Charter, S.B.C. 2003, c.26* authorizes Council to enact bylaws for the purposes of enforcing the bylaws of a municipality;

AND WHEREAS section 8 (7) of the *Community Charter* authorize Council, by bylaw, to regulate, prohibit and impose requirements, as applicable, in relation to a matter;

AND WHEREAS section 264(1)(a) of the *Community Charter* authorizes Council designate a bylaw for the purposes of Part 8 Division 3 of the *Community Charter*;

AND WHEREAS Council deems it appropriate to amend certain provisions contained Municipal Ticket Information Bylaw No. 491, 2010;

NOW THEREFORE the Council of the District of Sechelt in open meeting assembled hereby enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, "Municipal Ticket Information Bylaw Amendment Bylaw No. 491-4, 2024".

AMENDMENTS

2. Schedule A ENFORCEMENT (21) is added;

(21) Highways and Parking Bylaw No. 516, 2012

3. APPENDIX 21 HIGHWAYS AND PARKING No. 516, 2012 is added with;

<u>Offence</u>	<u>Section</u>	<u>Fine</u>
1. Injury to Plants or Trees	42	\$1,000.00

Council means the Municipal Council of the District of Sechelt.
District means the municipal corporation of the District of Sechelt.

PROVISIONS

- 3. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME THIS	DAY OF	MONTH, 2024
READ A SECOND TIME THIS	DAY OF	MONTH, 2024
READ A THIRD TIME THIS	DAY OF	MONTH, 2024
ADOPTED THIS	DAY OF	MONTH, 2024

Mayor

Corporate Officer

**DISTRICT OF SECHELT
BYLAW NO. 515-14, 2024**

A Bylaw to amend the District of Sechelt Bylaw Notice Enforcement
Implementation Bylaw No. 515, 2012

WHEREAS the Council of the District of Sechelt has adopted Bylaw Enforcement Implementation Bylaw No. 515, 2012;

AND WHEREAS the Council of the District of Sechelt deems it desirable to amend the Highways and Parking Bylaw section of Schedule A of Bylaw No. 515, 2012;

NOW THEREFORE, the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, "District of Sechelt Bylaw Notice Enforcement Implementation Amendment Bylaw No. 515-14, 2024".

AMENDMENTS

2. District of Sechelt Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012 is hereby amended by adding to Schedule "A" a penalty for violation of Section 42 the Highways and Parking Bylaw No. 516, 2012, as shown at Attachment A.

PROVISIONS

3. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME THIS	DAY OF	MONTH, 2024
READ A SECOND TIME THIS	DAY OF	MONTH, 2024
READ A THIRD TIME THIS	DAY OF	MONTH, 2024
ADOPTED THIS	DAY OF	MONTH, 2024

Mayor

Corporate Officer

**Attachment A
to Bylaw No. 515-14, 2023**

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
		Highways and Parking Bylaw				
516, 2012	Section 42	Damage to Plants or Trees	\$400	\$300	\$500	No

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024

FROM: Andrew Allen, Director of Planning and Development

SUBJECT: **Zoning Bylaw Amendment for Small-Scale Multi-Unit Housing**

FILE NO: 3900-02

RECOMMENDATION

1. That Council give first, second and third reading to Zoning Amendment Bylaw No. 580-13, 2024.
 2. That Zoning Amendment Bylaw No. 580-13, 2024 be adopted.
-

PURPOSE

To present Zoning Bylaw amendments for small-scale, multi-unit housing (SSMUH) in the R2, R3 and R4 zones as required for District of Sechelt to become compliant with Provincial legislation.

DISCUSSION

Summary

Amendments have been made to the R2, R3 and R4 zones that apply to lands within District of Sechelt's Urban Containment Boundary which are serviced from Sunshine Coast Regional District's (SCRD) community water supply and wastewater service from District of Sechelt.

Background

The Local Government Act was amended on December 7, 2023, to require municipalities to update their zoning bylaws to allow secondary suites or accessory dwelling units (ADUs) in all single-family zones and where applicable, permit a minimum of three to six units of small-scale, multi-unit housing in zones otherwise restricted to single-family dwellings or duplexes.

Zones restricted to single-family dwellings or duplexes as of December 7, 2023 are referred to as restricted zones in the legislation.

Through the SSMUH legislation, the Province of BC aims to increase housing supply, create more diverse housing choices, and over time, contribute to more affordable housing across the province.

Local governments are required to update their zoning bylaws prior to June 30, 2024 in order to comply with SSMUH legislation.

The Province has recently waived the requirement for SSMUH bylaws to received approval from the Ministry of Transportation and Infrastructure, pursuant to Section 52 of the Transportation Act. Therefore, as there are no conditions to be met prior to adoption and pursuant to Section 480 of the Local Government Act, Zoning Amendment Bylaw No. 580-13, 2024 can be read three times and adopted in one meeting. The District of Sechelt Council Procedure Bylaw allows for a bylaw to be read three times by way of one Council Resolution.

Discussion

Amendments are proposed for the R2, R3 and R4 zones and a bylaw amendment with all three zones accompanies the report for readings. There is a Provincial manual that provides guidance for local government to update their regulations. Proposed amendments to the zones are to add the following residential dwelling types, with up to four being permitted per property:

- Cottage Court
- Fourplex
- Single Detached Dwelling
- Townhouse
- Triplex
- Two-Unit Dwelling (Duplex)

Property setbacks have been reduced from 5 metres to 3 metres to add more siting flexibility for multi-units. Height has been increased from 8.5 metres (two stories) to 11 metres (3 stories) for Two-Unit, Triplex, Fourplex, Townhouse. The height for single family dwellings will remain at 8.5 metres.

An increase in floor area ratio is also recommended to provide flexibility in regulation. This is an amendment to floor area ratio for 'small-scale' residential and is separate from the ongoing proposed policy for consistent use in floor area ratio for 'large-scale' residential and mixed use that will be presented to Council soon.

Proposed amendments to the R2, R3 and R4 zone are shown in bold and attached to Zoning Bylaw amendment 580-13, 2024.

POLICY AND BYLAW IMPLICATIONS

Next steps

The Province has set a deadline of June 30, 2024, for the adoption of these changes.

There are future policy decisions for Council to consider as implementation commences. Additional applications for Development Permit Area 8 (Intensive Residential) are inevitable and there is an opportunity to consider amendments to Planning and Development Procedures Bylaw 566 to enable the delegation of minor development permit applications to the Director of Planning and Development for issuance. This idea can be presented to Council in a future report for discussion.

Presently, laneway houses or any type of accessory dwelling unit has the same rate for a development cost charge (DCC) as a larger single-family dwelling.

To incent SSMUH development, the Development Cost Charge Bylaw, under development, can include a lesser rate for DCCs on a SSMUH development, perhaps in line with the cost of a DCC rate for an apartment.

SUSTAINABILITY PLAN IMPLICATIONS

There are housing and growth-related policies in the plan, however the intent of this report is to prepare for statutory obligations presented by the Province of BC.

STRATEGIC PLAN IMPLICATIONS

There are housing and growth-related policies in the plan, however the intent of this report is to prepare for statutory obligations presented by the Province of BC.

FINANCIAL IMPLICATIONS

The Province of BC has supplied each local government capacity funding to assist in the implementation of Bill 44. To date, some capacity funding has been committed to a statutory update of the Housing Needs Report and staff are working on a plan to create an Amenity Cost Charge Bylaw to accompany the Development Cost Charge Bylaw. Additional funding is in place and can be directed toward the update of the Official Community Plan.

COMMUNICATIONS

Public hearings for rezoning applications for housing projects that are consistent with official community plans are prohibited by legislation. Advertisement of the scheduled bylaw readings were published in the May 24th and 31st editions of the Coast Reporter.

Information relating to SSMUH was shared during the Complete Community Day. Staff had a summary of the proposed zoning changes as well as building blocks to depict housing scenarios. There is on-going communication with residents who have raised questions about SSMUH, including some who may be interested in constructing small-sale housing following the zoning changes.

Respectfully submitted,

Andrew Allen
Director of Planning and Development

DISTRICT OF SEHELDT
Bylaw No. 580-13, 2024

A bylaw to amend District of Sechelt Zoning Bylaw No. 580, 2022

WHEREAS the District of Sechelt deems it necessary to amend the District of Sechelt Zoning Bylaw No. 580, 2022;

AND WHEREAS the proposed rezoning is consistent with Official Community Plan Bylaw No. 492, 2010;

NOW THEREFORE, the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, “Zoning Amendment Bylaw No. 580-13, 2024”.

AMENDMENTS

2. That the existing R2, R3, and R4 zones in Part 1 Zones Sections 1.2, 1.3, and 1.4 be replaced with the revised R2, R3, and R4 zones as shown in Schedules A, B, and C, which are attached to and forming part of this bylaw.

PROVISIONS

4. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.
5. That Schedules A, B, and C are attached to and form part of this bylaw.

NO PUBLIC HEARING HELD – CONSISTENT WITH OFFICIAL COMMUNITY PLAN

READ A FIRST TIME THIS	DAY OF	2024
READ A SECOND TIME THIS	DAY OF	2024
READ A THIRD TIME THIS	DAY OF	2024
ADOPTED THIS	DAY OF	2024

Mayor

Corporate Officer

Residential Two Zone — Low Density, SSMUH Capability (R2)

Zone Intent:

To provide for low density *Residential* in the form of *Single-Detached Dwellings* on standard and estate lots. Properties within this zone that are serviced by the community sanitary sewer system **will qualify for the Small-Scale Multi-Unit Housing (SSMUH) regulations.**

Permitted Uses:

The permitted *Principal* and *Accessory Uses* are as follows:

Principal Uses	Accessory Uses
Cottage Court Fourplex Single Detached Dwelling Townhouse Triplex Two-Unit Dwelling (Duplex)	<i>Detached Accessory Dwelling Unit</i> <i>Home Business</i> <i>Secondary Suite</i> <i>Short-Term Rental</i>

Density:

On a property served by both community water and sanitary sewer service the following density regulations apply:

Density is a combination of number of permitted *Dwelling Units* and a *Floor Area Ratio* of 1.5.

Density is limited to the following housing combinations:

- a) **Single Detached Dwelling with a Secondary Suite plus two Detached Accessory Dwelling Units.**
- b) **Two Duplexes or one Duplex with one secondary suite in each unit.**
- c) **Triplex plus one Detached Accessory Dwelling Unit.**
- d) **Fourplex**
- e) **Four townhouses**
- f) **Cottage court with four small, detached dwelling units**

On a property that does not have both community water and sanitary sewer service the following density regulations apply:

Lot Size	Number of Dwellings
Parcels less than 900 m ²	<i>One Single-Detached Dwelling</i>
Parcels 900 m ² or larger	<i>One Single-Detached Dwelling</i> <i>One Detached Accessory Dwelling Unit</i>
Parcels 2,000 m ² or larger	<i>Two Single-Detached Dwellings</i> <i>One Detached Accessory Dwelling Unit</i>

Siting

The minimum *Setbacks* from lot lines are as follows:

Structure	Front	Rear	Interior Side	Exterior Side
Dwelling	3.0 m	3.0 m	1.5 m	3 m
Accessory Structure	1.5 m	1.5 m	1.5 m	1.5 m

Height

The maximum *Heights* are as follows:

Structure	Maximum Height
<i>Single Detached Dwelling</i>	8.5 m
<i>Detached Accessory Dwelling Unit</i> Cottage Court Dwelling Unit	6.5 m
Two-Unit, Triplex, Fourplex, Townhouse	11 m
<i>Accessory Structure</i>	5.0 m

Lot Coverage:

The maximum *Lot Coverage* is 35%.

Subdivision:

The subdivision regulations are as follows:

Criteria	Regulation
Minimum <i>Lot Area</i>	600 m ² with Municipal Sewer Service
Minimum Lot Frontage and <i>Width</i>	15 m

Site Specific Uses

Despite the permitted uses and regulations for this zone, the following specific uses are permitted, and specific conditions apply to the Lots listed by legal description:

Site Specific Uses
<p>Lot 4, D.L. 4296, Plan VAP9763 (Nickerson Road)</p> <p>Attached garages or carports must be designed to be recessed within the building. Detached garages or carports must be <i>Setback</i> a minimum of 6 m from front parcel line and 1.0 m from front of dwelling facing the street. The maximum <i>Gross Floor Area</i> of the <i>Single-Detached Dwelling</i> is 160 m². The maximum <i>Gross Floor Area</i> of the second storey for a single family dwelling is 60% of the first storey <i>Gross Floor Area</i>. The minimum <i>Lot Area</i> for subdivision is 500 m² with municipal sewer service. The minimum <i>Lot Width</i> for subdivision is 14 m.</p>
<p>Block K District Lot 4293 Plan 7331; and Block L District Lot 4293 Plan 7331; and Lot 1 Block P District Lot 4293 Plan 16343; and Lot 1, Blocks P, Q, And R District Lot 4293 Group 1 Nwd Plan 17699 Except Plans 18429, 19428, LMP31892, BCP26633 and Epp23354 (McCourt Road)</p> <p>The minimum <i>Lot Area</i> for subdivision is 500 m² with municipal sewer service.</p>
<p>Lot O, Block B, DL 1509, Plan VAP17270 (Fairway Avenue); and Lot L, Block B, DL 1509, Plan VAP17163 (Ripple Way)</p> <p>a) The minimum <i>Lot Area</i> for subdivision is 500 m² with municipal sewer service.</p>

Residential Three Zone — Small Lot - SSMUH (R3)

Zone Intent:

To provide for a mix of ground-oriented residential housing types in accordance with the Provincial Small-Scale Multi-Unit Housing (SSMUH) regulations. Permitted Uses:

The permitted *Principal* and *Accessory Uses* are as follows:

Principal Uses	Accessory Uses
Cottage Court Fourplex Single Detached Dwelling Townhouse Triplex Two-Unit Dwelling (Duplex)	<i>Detached Accessory Dwelling Unit</i> <i>Home Business</i> <i>Secondary Suite</i> <i>Short-Term Rental</i>

Density:

Density is a combination of number of permitted *Dwelling Units* and a *Floor Area Ratio* of 1.5.

Density is limited to the following housing combinations:

- a) **Single Detached Dwelling with a Secondary Suite plus two Detached Accessory Dwelling Units.**
- b) **Two Duplexes or one Duplex with one secondary suite in each unit.**
- c) **Triplex plus one Detached Accessory Dwelling Unit.**
- d) **Fourplex**
- e) **Four townhouses**
- f) **Cottage court with four small, detached dwelling units**

Siting

The minimum *Setbacks* from lot lines are as follows:

Structure	Front	Rear	Interior Side	Exterior Side
Dwelling	3.0 m	3.0 m	1.5 m	3 m
Accessory Structure	1.5 m	1.5 m	1.5 m	1.5 m

Height

The maximum *Heights* are as follows:

Structure	Maximum Height
Single-Detached Dwelling	8.5 m
Detached Accessory Dwelling Unit Cottage Court Dwelling Unit	6.5 m
Two-Unit, Triplex, Fourplex, Townhouse	8.5 m

Accessory Structure	5.0 m
---------------------	-------

Lot Coverage:

The maximum *Lot Coverage* is 45%.

Subdivision:

The subdivision regulations are as follows:

Criteria	Regulation
Minimum Lot Area	350 m ²
Minimum Lot Frontage and Width	9.0 m

Site Specific Uses

Despite the permitted uses and regulations for this zone, the following specific uses are permitted, and specific conditions apply to the Lots listed by legal description:

Site Specific Uses

Residential Four Zone — Urban Infill - SSMUH

(R4)

Zone Intent:

To provide for a mix of ground-oriented residential housing types in accordance with the Provincial Small-Scale Multi-Unit Housing (SSMUH) regulations.

Permitted Uses:

The permitted *Principal* and *Accessory Uses* are as follows:

Principal Uses	Accessory Uses
Cottage Court Fourplex Single Detached Dwelling Townhouse Triplex Two-Unit Dwelling (Duplex)	<i>Detached Accessory Dwelling Unit</i> <i>Home Business</i> <i>Secondary Suite</i> <i>Short-Term Rental</i>

Density:

Density is a combination of number of permitted *Dwelling Units* and a *Floor Area Ratio* of 1.5.

Density is limited to the following housing combinations:

- a) **Single Detached Dwelling with a Secondary Suite plus two Detached Accessory Dwelling Units.**
- b) **Two Duplexes or one Duplex with one secondary suite in each unit.**
- c) **Triplex plus one Detached Accessory Dwelling Unit.**
- d) **Fourplex**
- e) **Four townhouses**
- f) **Cottage court with four detached dwelling units**

Siting

The minimum *Setbacks* from lot lines are as follows:

Structure	Front	Rear	Interior Side	Exterior Side
<i>Dwelling</i>	3.0 m	3.0 m	1.5 m	3.0 m
<i>Accessory Structure</i>	1.5 m	1.5 m	1.5 m	1.5 m

Height

The maximum *Heights* are as follows:

Structure	Maximum Height
Single Detached Dwelling	8.5 m
Detached Accessory Dwelling Unit Cottage Court Dwelling Unit	6.5 m
Two-Unit, Triplex, Fourplex, Townhouse	11 m

Accessory Structure	5.0 m
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Lot Coverage:

The maximum *Lot Coverage* is **50%**.

Subdivision:

The subdivision regulations are as follows:

Criteria	Regulation
Minimum <i>Lot Area</i>	700 m ²

Site Specific Uses

Despite the permitted uses and regulations for this zone, the following specific uses are permitted, and specific conditions apply to the Lots listed by legal description:

Site Specific Uses
<p>Oracle Strata Lots 1 & 2, D.L. 4301, EPS4087 (Andres Road)</p> <ul style="list-style-type: none"> a) One <i>Two-Unit Dwelling</i> is permitted. b) The minimum <i>Lot Area</i> shall be 375 m². c) The minimum <i>Lot Width</i> shall be 11.8 m. d) The minimum <i>Lot Coverage</i> shall be 35%. e) and structures shall be <i>Setback</i> a minimum of 10 m from the <i>Front Lot Line</i> and 2.0 m from any side lot line, except for Strata Lots 1 and 2 as shown on registered strata plan, the <i>Setback</i> from any side lot line may be 0.0 m. f) Notwithstanding section e), the entrance of garages and carports must be <i>Setback</i> a minimum of 7.0 m from the <i>Front Lot Line</i> of any right-of-way for pedestrian or emergency vehicle passage. g) A covered, unenclosed front porch may project a maximum of 1.5 m into the required front yard <i>Setback</i> area, provided that the encroachment is a maximum of 4.5 m² in size. h) <i>Principal Buildings</i> shall be a maximum of 8.0 m or two storeys in <i>Height</i>. i) <i>Accessory Buildings</i> shall be a maximum of 5.0 m or one storey in <i>Height</i>. j) <i>Two-Unit Dwellings</i> shall have a minimum building width of 6.0 m, with a minimum of 40% of the building length or 7.3 m, whichever is greater, enclosed and allocated for living space.
<p>Lot 25, D.L. 303, Plan VAP15223S (Pebble Crescent)</p> <ul style="list-style-type: none"> a) The maximum <i>Lot Coverage</i> shall be 45%. b) The minimum <i>Lot Area</i> shall be 550 m². c) The minimum <i>Lot Width</i> shall be 18 m. d) There shall be a minimum side lot line <i>Setback</i> of 3 m on one side and 1.5 m on the opposite side lot line, where this is no developed rear lane. Where there is a rear lane, no building or part thereof shall be located within 1.5 m of any side lot line. e) The maximum <i>Building Height</i> shall be 10.5 m. f) No <i>Accessory Building</i> shall exceed 6 m in <i>Height</i>. g) No building containing a <i>Dwelling Unit</i> shall have a width of less than 6 m, of which at least 7.3 m or 40% of the building length (whichever is greater) is enclosed climate controlled habitable living area.

Stata Lots 1 & 2, D.L. 1471, BCS3210 (Reef Road)

- a) The maximum *Lot Coverage* shall be 25%.
- b) The minimum *Lot Area* shall be 695 m².
- c) The minimum *Lot Width* shall be 18 m.
- d) Minimum *Setbacks*:
 - i. 6 m from a *Front Lot Line*.
 - ii. 9 m from a *Rear Lot Line*.
 - iii. 3 m from the north side lot line.
 - iv. 6 m the south side lot line.
- e) The maximum *Building Height* shall be 10.5 m.
- f) No *Accessory Building* shall exceed 6 m in *Height*.
- g) No building containing a *Dwelling Unit* shall have a width of less than 6 m, of which at least 7.3 m or 40% of the building length (whichever is greater) is enclosed climate controlled habitable living area.

Lot 13 Block 11 District Lot 303 Plan VAP8400 (Trail Avenue)

- a) If the owner of land proposed to be subdivided pays to the District prior to the time of subdivision approval, an amount of \$5,000 per additional Lot to be deposited in the Community Amenity Reserve Fund, the minimum *Lot Area* required is 350 m².

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024
FROM: Ian Holl, Development Planning Manager
SUBJECT: Rezoning Application for 49 Townhouses at 5875 Reef Road
FILE NO: 3360-2022-07

RECOMMENDATION(S)

1. That Council give third reading to Official Community Plan Amendment Bylaw No. 492-36, 2023.
 2. That Council give third reading to Zoning Amendment Bylaw No. 580-08, 2023.
-

PURPOSE

Present Council with a rezoning application for 5875 Reef Road for a 49-unit townhouse development. Official Community Plan (OCP) and Zoning amendment bylaws have been prepared for consideration of third reading.

DISCUSSION

Summary

The public hearing was held on May 8, 2024. The summary of the public hearing verbal submissions are included in Attachment 1, and the written submissions are included in Attachment 2. No changes are proposed to either bylaw as a result of the public hearing. The conditions of rezoning need to be met before the bylaws can be considered for adoption.

POLICY AND BYLAW IMPLICATIONS

The OCP amendment only changes density and does not change the land use designation.

SUSTAINABILITY PLAN IMPLICATIONS

This application aligns with the following goals of the Integrated Community Sustainability Plan:

2. Economic Sustainability
6. Sustainable Community Growth and Development

STRATEGIC PLAN IMPLICATIONS

This application aligns with the following goals of the Strategic Plan:

1. Effective Growth
2. Housing
5. Commitment to Climate Change Mitigation, Adaptation, and the Preservation of the Natural Environment

FINANCIAL IMPLICATIONS

The Community Amenity Contribution (CAC) of \$245,000 must be secured via a Section 219 covenant registered on title prior to considering adoption of the bylaws.

COMMUNICATIONS

None.

Respectfully submitted,

Ian Holl, MCIP, RPP
Development Planning Manager

Attachments:

1. Public Hearing Summary Report – May 8, 2024
2. Public Hearing Written Submissions

Associated Bylaws:

1. Official Community Plan Amendment Bylaw No. 492-36, 2023
2. Zoning Amendment Bylaw No. 580-08, 2023

DISTRICT OF SECHELT
REPORT OF THE PUBLIC HEARING
Held in Community Meeting Room, 5797 Cowrie Street, Sechelt BC, and via
Zoom Online Meeting Platform
Wednesday, May 8, 2024

PRESENT	Councillors A. Toth (Chair), A. Shepherd, B. Rowe, and D. Inkster
REGRETS	Mayor J. Henderson, Councillor D. Bell and D. McLauchlan
STAFF	Development Planning Manager I. Holl; Senior Policy and Planner K. Pearson; Deputy Corporate Officer T. Forster; and Recording Secretary M. Sugars

1. CALL TO ORDER

The Chair called to order the Public Hearing to order at 6:00 p.m.

2. INTRODUCTION OF APPLICATIONS

The Chair introduced the two proposed Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023 (5875 Reef Road), and Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023 (5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave), and advised those persons in attendance that the Public Hearing was being convened pursuant to the *Local Government Act*.

3. CORPORATE OFFICER PROCEDURES

The Public Hearing was attended by nine members of the public. The Chair explained the purpose and rules of the Public Hearing.

4. APPLICATIONS

4.1 Rezoning Application 3360-2022-07 – 5875 Reef Road (Yang)

Staff provided a presentation of the proposed Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023.

The Chair called for comments from the public.

Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023 (Yang)
and Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023
(Vidorra Developments)
May 8, 2024

There was one individual speaker.

Speakers from the gallery:

Name: Aidan Shirley
Address: 2414 St. Johns Street

Mr. Shirley is a representative of the proposed development. He provided a verbal overview of a presentation which he would be providing to staff. He noted the amenities of the proposed development, and its proximity to relevant nearby services. He gave a brief overview of the development, including its variety of layouts and sizes. He summarized the required variances for the bylaw, and confirmed that the setback variance had already been resolved. He outlined environmental concerns and the applicant's proposal for these concerns based on professional report findings. He spoke about the proposed landscaping plan, as well as pedestrian connectivity.

The Chair called a first time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a second time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a third time for further input from members of the public and when no one came forward, the Chair reminded all those present that no further information is to come forward to Council regarding Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023, or Official Community Plan Amendment Bylaw 492-34, 2023.

4.2 Rezoning Application 3360-2023-01 – 5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave (Vidorra Developments)

Staff provided a presentation of the proposed Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023.

The Chair called for comments from the public in the order recorded on the speakers list.

There were two individual speakers.

Speakers from the gallery:

Name: Jill Hemmings Anderson
Address: 5970 & 5699 Trident Avenue

Ms. Hemmings Anderson stated she owns the property located directly behind the proposed development. She noted that she is not opposed to the development, and has attended all meetings regarding the proposal. She expressed concerns regarding the proposed height of the tallest building, and believes six stories is too high. She noted that the properties in the surrounding neighbourhood are relatively large, and they would like to maintain the feel and style of the neighbourhood. Ms. Hemmings Anderson referenced other areas within the lower mainland as examples of desirable neighbourhood feel. She also expressed her belief that property clearing should not take place until immediately prior to construction. She concluded her comments by stating the neighbourhood is close knit, with many long-time residents who own multiple houses in the area.

Name: Judith McGrath
Address: 5780 Marine Way

Ms. McGrath enquired about square footage. The Chair explained the purpose of the meeting was to receive public input, and any questions could be emailed to planning@sechelt.ca. Ms. McGrath confirmed she had no comments at this time.

The Chair called a first time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a second time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a third time for further input from members of the public and when no one came forward, the Chair reminded all those present that no further information is to come forward to Council regarding Zoning Amendment Bylaw No. 580-07, 2023 (5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave).

5. ADJOURNMENT

The Public Hearing was adjourned at 6:30 p.m. on May 8, 2024.

Certified Fair and Correct:

Kerianne Poulsen, Corporate Officer

30 September 2023

Dear Sechelt mayor, council, and planners,

I am writing today about new developments and active transportation infrastructure in my neighbourhood.

I live on Lupin Lane, near the new townhome developments going in on Reef Road and Shoal Way. I am writing to ask for improvements to the neighbourhood infrastructure to promote safety, community, and active transportation.

I strongly support the proposed townhome developments. These developments are comfortable walking and cycling distance to downtown and are on a bus route, so it makes good use of existing infrastructure. I would like to see parking minimums removed and further increases in density approved if the developer requests it as parking minimums are overly restrictive and increase the cost of housing.

My concern about these developments doesn't have to do with the homes, but the cars and trucks that may be associated with them. I urge you to comprehensively update Trail Ave and Reef between Shoal Way and Surf Circle and along the entirety of Marine to improve comfort and safety for cyclists, pedestrians, and transit users and limit noise pollution from traffic in the neighbourhood.

These areas are already quite dangerous for folks not in cars. I cannot drive and so walk or cycle these areas regularly. I have had many close calls and an increase in traffic will only make my neighbourhood more dangerous and louder and unpleasant. These areas need traffic calming, reduced speed limits, dedicated, signalled crossings for pedestrians, and sidewalks and separated cycling infrastructure.

Speeding along Trail Ave is a serious issue. Recently, I was almost hit by a car that accelerated out of the intersection at Anchor towards Marine, went off the road, across the bike lane, and onto the sidewalk where I was walking. There is repeated damage to LPTs, fences, and hedges along Trail Ave on the way to Reef where cars have gone off the road.

Right now, Trail Ave and Marine Way are designed primarily for cars, not people. With the approval of these new developments it is the right time to make these changes. We have the opportunity to improve safety, increase active transportation, reduce traffic and costs of road maintenance, and lower noise pollution in the neighbourhood.

Active transportation also builds community - I've met and gotten to know so many people in the neighbourhood on our daily walks, but constrain my route based on safety concerns and the sheer unpleasantness of walking around cars. One neighbour no longer walks around the neighbourhood after being hit by a car.

While professional planners will certainly have better ideas than me about how to build active transportation infrastructure and limit noise pollution, I believe Sechelt should

- reduce the speed limit along Trail/Reef and Marine (ideally, throughout town as well! Dropping the speed limit from 50 to 30 will dramatically improve both noise pollution and safety)
- install separated cycling and pedestrian infrastructure along Trail/Reef between Surf and Shoal and along the length of Marine.
- Use street trees as protective bollards for the separated infrastructure
- use design cues like narrowing the road to encourage slower driving on Trail/Reef. (The current work at Reef which has temporarily narrowed the road has made it noticeably nicer to walk there as the cars slow down a lot more)
- consider making Marine one way for cars and bi-directional for pedestrians and cyclists

I would very much like to take a walk around the neighbourhood with a planner or council member, but I know you all have very busy schedules, so below is a list of particularly dangerous areas and other considerations.

- There are community mailboxes at both ends of Marine. Crossings are unmarked and wide and a frequent source of pedestrian/car conflict.
- Teenagers and children take the bus and do not have safe crossings to get to and from transit - especially at the apartment complex at Trail & Reef.
- Many steep driveways entering the roads at areas of low visibility due to curves and steep hills
- Bus stops along the road, but often dangerous to cross, especially for children or slower, elderly people
- Beach accesses are under-utilized because there's limited pedestrian and cycling traffic - because it's dangerous and unpleasant
- Neighbourhood trail access at Reef & Trail involves unmarked crossing in a tight curve with speeding cars.
- Intersections are wide with wide corners, forcing pedestrians into intersections for a long time and allowing drivers to turn at speed.
- Garbage bins block bike lanes every week

30 September 2023

- People park on the road shoulder forcing pedestrians into the road, especially along Marine
- The curve just past Surf forces cyclists and pedestrians together - and cars frequently drive straight onto the sidewalk there as they round the curve.

Thank you very much for your time and work for Sechelt!

Sincerely,

C. Susannah Tysor
Lupin Lane, Sechelt

-----Original Message-----

From: Zach Johnson

Sent: Wednesday, February 07, 2024 11:51 AM

To: Planning <Planning@Sechelt.ca>

Subject: 5875 Reef Rd

Caution! This message was sent from outside your organization.

Hi there,

I own in the area and was just wanting to offer some input. How about zoning this so that there can be some commercial space on the lower level? This area is such a dead zone for anything walkable and or commercial. A cafe or a convenience store or something to break up the single use monotony of the area would go a long way to building a better neighbourhood. This could potentially be a place where residents of west

sechelt gather without going 'downtown'. Anyways, just a thought.

Best regards

Zach Johnson

Sent from my iPhone



5875 Reef Road

Townhouse Development

Public Hearing

49

UNITS

3

STOREYS

3.17

SITE AREA
(ACRES)

R2

EXISTING
ZONE

R5

PROPOSED
ZONE

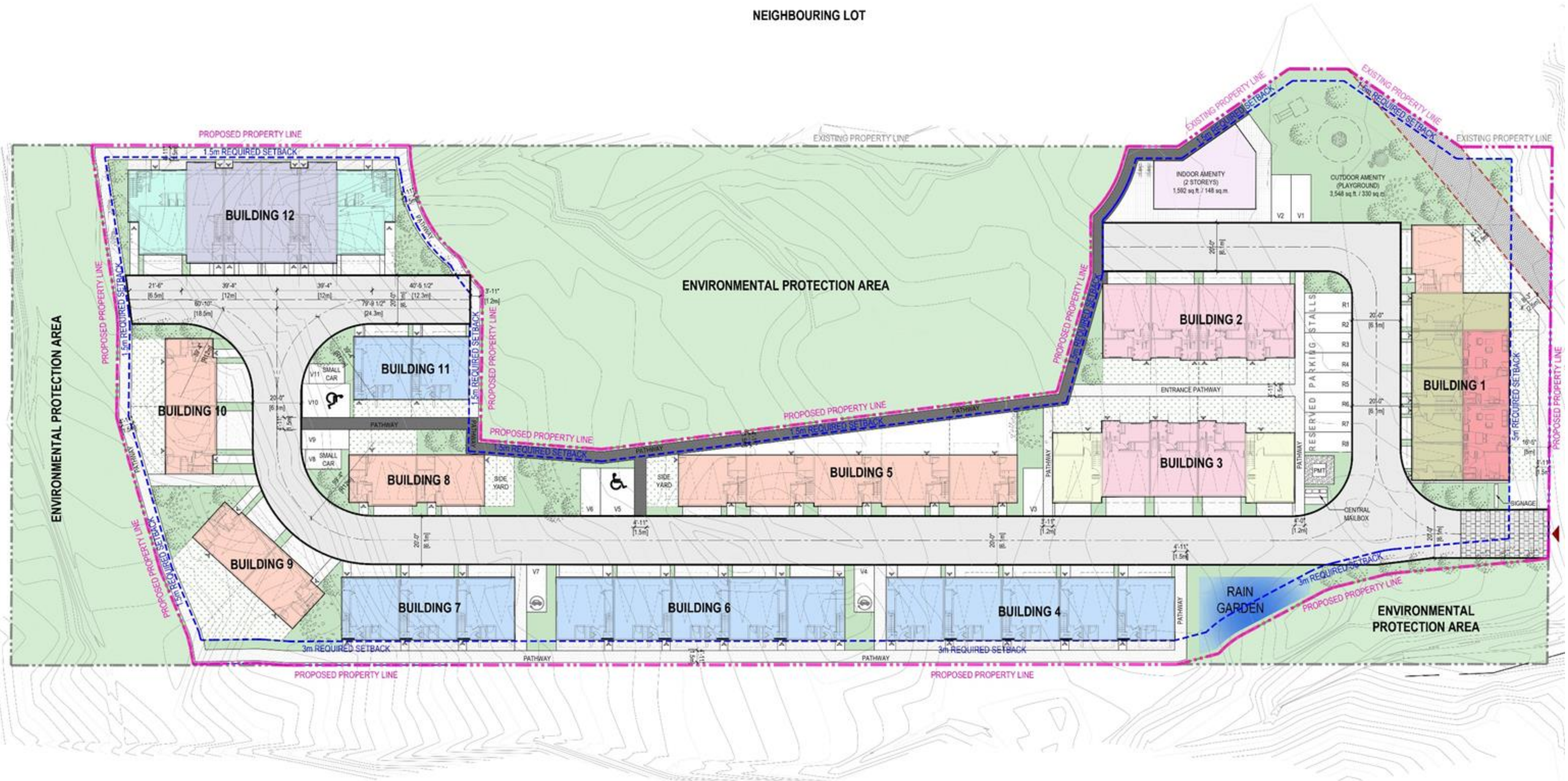
City
State™



-  SCHOOL
-  CHURCH
-  DAYCARE
-  PARK
-  SPORTS FIELDS
-  ICE RINK
-  TENNIS ARENA
-  GOLF COURSE
-  TRANSIT STOP

LOCATION

NEIGHBOURING LOT



SITE PLAN

REZONING

The site’s current zone does not meet the vision of Sechelt’s Official Community Plan. Sites over 1 acre are encouraged to consider attached housing forms, including townhouses, to facilitate “a mix of housing types and intensification.”

To align the proposed development with Sechelt’s OCP, we are proposing to rezone the site:

CURRENT ZONE
R2 – LOW DENSITY



PROPOSED ZONE
R5 – MEDIUM DENSITY

REQUIREMENT	R5	PROPOSED	Δ
Lot Area	≥ 4,000 m ²	12,845 m ²	+8,845 m ²
Lot Coverage	≤ 50%	22%	-28%
Units per Hectare (UPH)	≤ 35	38	+3
Gross Floor Area (GFA)	≤ 7,707 m ²	6,482 m ²	-1,225 m ²
Floor Area Ratio (FAR)	≤ 0.60	0.50	-0.10
Storeys	≤ 3	3	-
Building Height	≤ 10.5 m	10.5 m	-
Front Setback	≥ 5.0 m	5.0 m	-
Rear Setback	≥ 5.0 m	14.6 m	+9.6 m
Interior Side Setback	≥ 1.5 m	1.5 m	-
Exterior Side Setback	≥ 3.0 m	3.0 m	-
Vehicle Parking	≥ 108	107	-1
Bicycle Parking	≥ 59	59	-
Indoor Amenity Area	-	1,592 ft ²	+1,592 ft ²
Outdoor Amenity Area	-	3,548 ft ²	+3,548 ft ²



ENVIRONMENTAL PROTECTION

The proposed development prioritizes ecological restoration and protection. Numerous studies and reports support the proposed improvements:

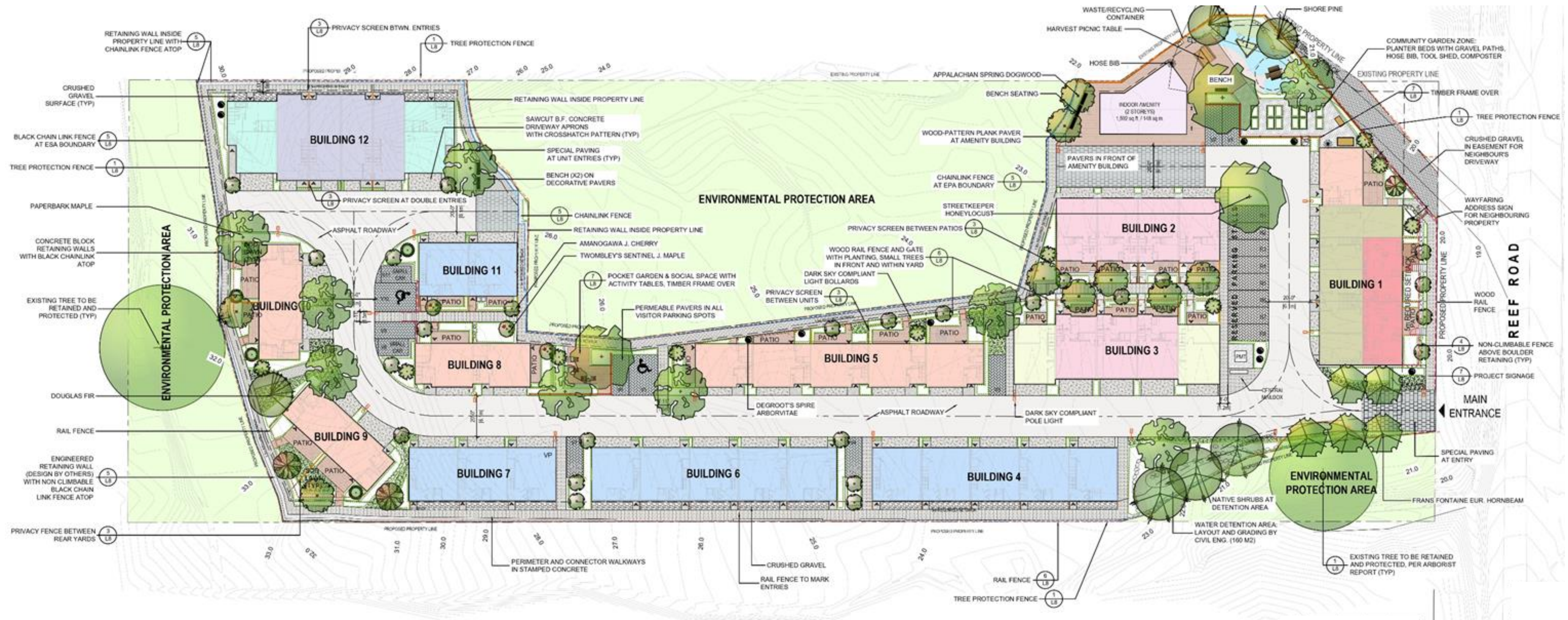
- Arborist Report
- Flood Hazard Risk Assessment
- Watercourse Assessment Report
- Restoration Plan

The proposed development will:

- Improve quality of environmental areas
- Exceed Provincial requirements for in-stream and riparian areas
- Protect via covenant over an acre of land for ecological benefit

The protected lands will be owned and managed by the strata, per staff direction.





PLANT SCHEDULE		TREE LIST	COMMON NAME	PLANTED SIZE / REMARKS
TR	9	ACER GRiseum	PAPERBARK MAPLE	6CM CAL, 1.8M STD, B&B
TR	3	ACER PALMATUM 'SEIKYU'	SEIKYU JAPANESE MAPLE	2.0M HT, B&B
TR	3	ACER PALMATUM 'TWOMBLY'S SENTINEL'	TWOMBLY'S SENTINEL JAPANESE MAPLE	1.2M HT, TREE FORM, B&B
TR	5	CARPINUS BETULOSA 'FRANS FONTAINE'	FRANS FONTAINE EUROPEAN HORNBEAM	6CM CAL, 1.8M STD, B&B
TR	10	CHAMAECPARIS NOOT 'GREEN ARROW'	GREEN ARROW FALSEYEW	3.0M HT, B&B
TR	9	CORNUS FLORIDA 'APPALACHIAN SPRING'	APPALACHIAN SPRING FLOWERING DOGWOOD	6CM CAL, 1.8M STD, B&B
TR	2	EXISTING TREE RETAINED	RETAINED	AS NOTED
TR	3	OLESTRA T. V. 'HERNIA'S GRAYES'	STREETKEEPER HONEYLOCUST	6CM CAL, 2M STD, B&B
TR	4	PNUS CEMBRIS 'YLEN'	SILVER WHISPERS SWISS STONE PINE	1.2M HT, B&B
TR	3	PNUS CONTORTA	SHORE PINE	2.5M HT, B&B
TR	15	PRUNUS SERULATA 'AMANOGAWA'	AMANOGAWA CHERRY	6CM CAL, 1.5M STD, B&B
TR	3	PSEUDOTSUGA MENZIESII	DOUGLAS FIR	3.0M HT, B&B
TR	10	THUJA OCCIDENTALIS 'DEGROOT'S SPIRE'	DEGROOT'S SPIRE ARBORVITAE	2M HT, B&B
PER	AS	ASTILBE 'RED SENTINEL'	RED SENTINEL MEADOW SWEET	#1 POT, 3-5 EYE
PER	BO	BERGENIA 'SPRING FLING'	SPRING FLING BERGENIA	#1 POT
PER	CI	COMPTONIA RACEMOSA 'ATROPURPUREA'	PURPLE BUGSANE	#2 POT
PER	DB	DRYOPTERIS ERYTHROSORA 'BRILLIANCE'	BRILLIANCE AUTUMN FERN	#2 POT
PER	LPW	EUPATORIUM MACULATUM 'LITTLE PYE'	LITTLE PYE JOE PYE WEED	#2 POT
PER	JP	EUPATORIUM PURPUREUM 'ATROPURPUREA'	JOE PYE WEED	#2 POT, FULL
PER	BC	HEUCHERA 'CHERRY COLA'	CHERRY COOL CORAL BELLS	#1 POT
PER	HFP	HEUCHERA 'FOREVER PURPLE'	FOREVER PURPLE CORALBELLS	#2 POT
PER	HI	HOSTA 'HALCYON'	HALCYON HOSTA	#2 POT
PER	HR	HOSTA 'KROSSA REGAL'	KROSSA REGAL HOSTA	#2 POT
PER	SD	LEUCANTHEMUM X SUPERBUM	SHASTA DASY	#2 POT, FULL
PER	LID	LIGULARIA STENOCHALA 'THE ROCKET'	THE ROCKET LEOPARD PLANT	#2 POT, FULL
PER	RLS	PEROVSKIA 'LITTLE SPIRE'	DWARF RUSSIAN SAGE	#2 POT
GR	BS	BELCURIUM SPICANT	DEER FERN	#1 POT, 20CM, NATIVE
GR	BS	CORNUS CANADENSIS	BUNCHBERRY	10CM POT, NATIVE
GR	E2	EUCONYMIUS FORT 'EMERALD N GOLD'	EUCONYMIUS, GOLD VARIEGATED	#1 POT, 25CM
GR	G	GALLIATHERA SHALLOW	SALAL	10CM POT, 60CM O.C., NATIVE
GR	MS	MATTEUKIA STRUTHPFERTER	OSTRICH FERN	#1 POT
GR	PA	POLYSTICHUM ACROSTICHODES	CHRISTMAS FERN	#2 POT
GR	PM	POLYSTICHUM MUNITUM	WESTERN SWIRN FERN	#1 POT, 20CM, NATIVE

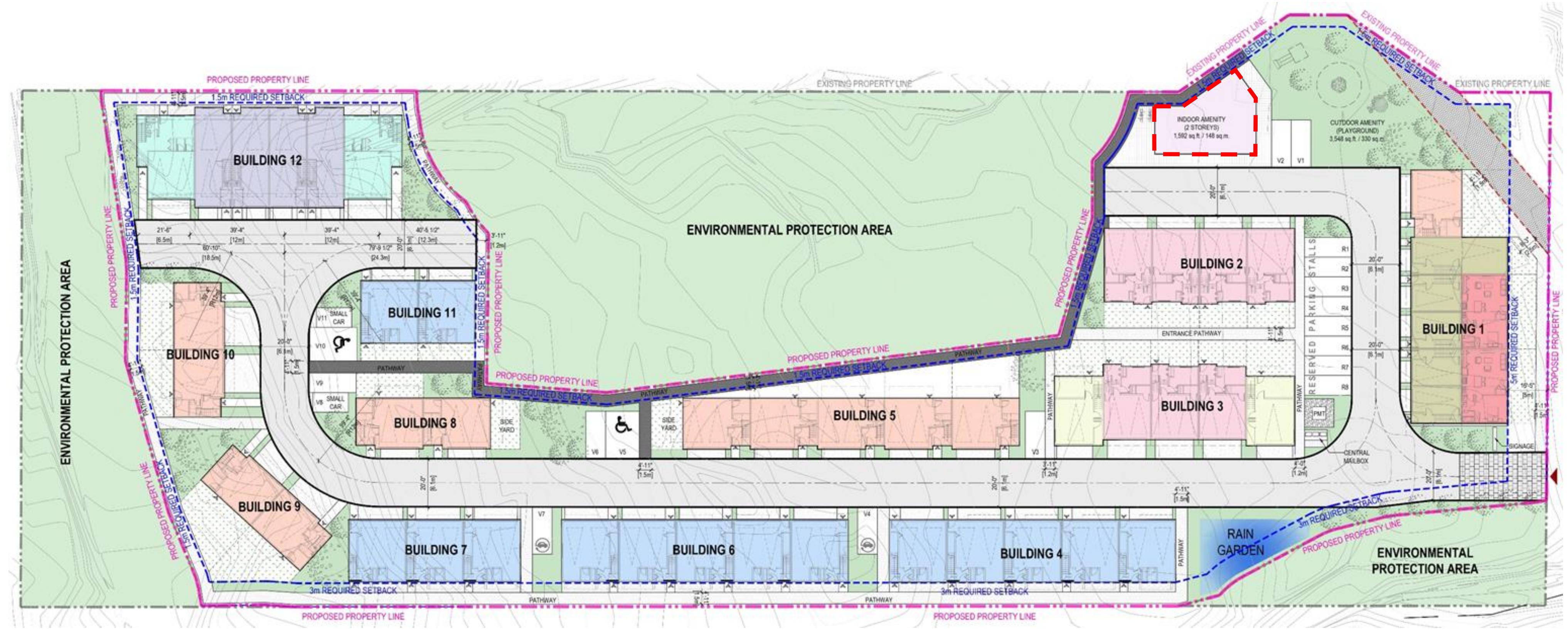
PLANT SCHEDULE		SHRUBS, GRASSES	COMMON NAME	PLANTED SIZE / REMARKS
SHR	AU	AUCUBA 'JAPONICA 'ROZANNE''	ROZANNE DWARF AUCUBA	#5 POT
SHR	BK	BUXUS MICROPHYLLA 'GREEN MOUNTAIN'	GREEN MOUNTAIN BOX	#5 POT
SHR	C	CORNUS SERICEA	RED OBIER DOGWOOD	#2 POT, 30CM, NATIVE
SHR	HO	HOLIDISCUS DISCOLOR	OCEANSPRAY	#2 POT, NATIVE
SHR	HY	HYDRANGEA MACROPHYLLA 'HORROR'	ABRACADABRA ORB HYDRANGEA	#3 POT
SHR	HB	HYDRANGEA PANICULATA 'BOMBSHELL'	BOMBSHELL HYDRANGEA	#3 POT
SHR	K	KALAMIA LATIFOLIA 'CAROL'	CAROL MOUNTAIN LAUREL	#3 POT, 30CM
SHR	KRG	KALAMIA LATIFOLIA 'RASPBERRY GLOW'	RASPBERRY GLOW KALAMIA	#3 POT
SHR	M	MAHONIA AQUIFOLIUM	TALL OREGON GRAPE	#3 POT, NATIVE
SHR	MC	MAHONIA AQUIFOLIUM 'COMPACTA'	COMPACT OREGON GRAPE HOLLY	#3 POT, 30CM
SHR	MN	MAHONIA NERVOOSA	PLUM PASSION HEAVENLY BAMBOO	#2 POT, NATIVE
SHR	N	MANDINA DOMESTICA 'MONK'	MONK'S SHOE	#3 POT, 30CM
SHR	NC	PHYSCOCARPUS OPALIFOLIUS 'COPPERTINA'	COPPERTINA WINEBARK	#1 POT
SHR	LIN	PHYSCOCARPUS OPALIFOLIUS 'HOOGZIG'	LITTLE JOKER WINEBARK	#3 POT
SHR	RP	PNUS MUGO 'SLOWMOUND'	DWARF MUGO PINE	#3 POT, 40CM
SHR	RM	RIVINODENDRON MACROPHYLLUM	CALIFORNIA RIVINODENDRON	#3 POT
SHR	RI	ROSA NUTKAN	NODOKA ROSE	#2 POT, 40CM
SHR	RU	RUBUS SPECTABILIS 'DOUBLE FLOWER'	DOUBLE FLOWER SALMONBERRY	#2 POT
SHR	SA	SARGOCEDRA HOOKERIANA 'RUSCIFOLIA'	FRAGRANT SARGOCEDRA	#3 POT, 40CM
SHR	SK	SKIMMIA REEVESIANA	DWARF SKIMMIA	#2 POT, 25CM
SHR	DPS	SPIREA 'NCSX'	DOUBLE PLAY DOOZIE SPIREA	#3 POT
SHR	SDF	SPIREA JAPONICA 'GOLD FLAME'	GOLD FLAME SPIREA	#3 POT
SHR	S	SYMPHORICARPOS ALBUS	SNOWBERRY	#2 POT, 30CM, NATIVE
SHR	Y	TAXUS X MEDIA 'HICKS'	HICKS YEW	1.0M HT, B&B
SHR	TH	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR	1.75M HT, B&B
SHR	V	VACCINIUM OVATUM	EVERGREEN HICKBERRY	#2 POT, NATIVE
SHR	VT	VACCINIUM TROBLOM	HIGHBUSH CRANBERRY	#3 POT, 60CM
GR	KF	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	FOERSTER REED GRASS	#2 POT, FULL
GR	EVS	CAREX OSHKONENSIS 'EVERLIGHT'	EVERLITE VARIATED SEDGE	#1 POT
GR	BF	FESTUCA CINEREA 'ELIAMI BLUE'	ELIAMI BLUE FESCUE	#2 POT, FULL
GR	HA	HAKONICHOIA MACRA 'AUREA'	GOLDEN HAKONE GRASS	#2 POT, FULL
GR	BOG	HELIOTRICHON SEMPERPRENS	BLUE OAT GRASS	#2 POT, FULL
GR	M	IMPATIENS SHENANSIS 'PURPURASCENS'	PURPLE FLAME GRASS	#3 POT, FULL
GR	PV	PANICUM VIRGATUM 'TOTEM POLE'	TOTEM POLE BLUE SWITCH GRASS	#3 POT, FULL
GR	SC	SCRIPUS MICROCARPUS	SMALL BLUEGRASS	#1 POT



AMENITIES

Generous on-site amenities promote social gathering, play, & connection to the environment.

- 1,954 ft² indoor amenity building
- Gathering and strata meetings
- Can accommodate a home-based daycare for eight children

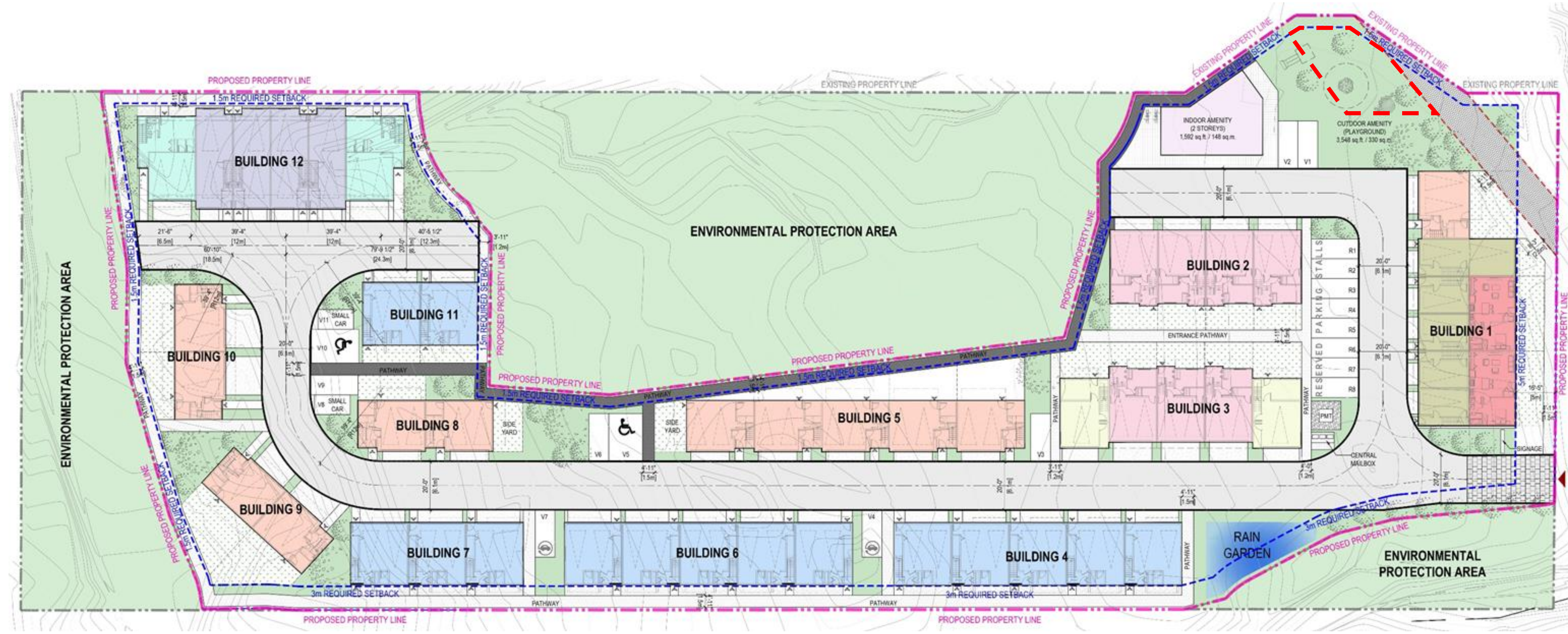


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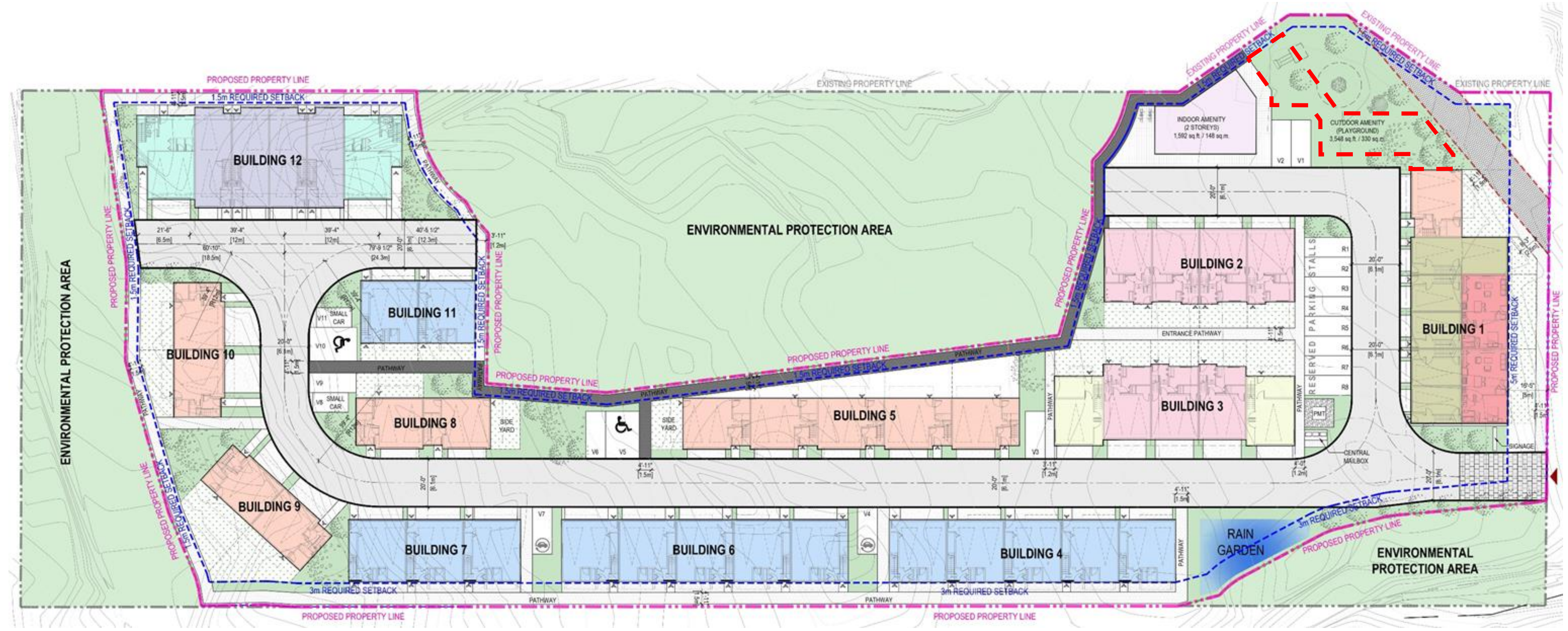
- 3,548 ft² of outdoor amenity area:
 - Playground
 - Intensive perimeter tree and shrub plantings



AMENITIES

Generous on-site amenities promote social gathering, play, & connection to the environment.

- 1,954 ft² indoor amenity building
- Gathering and strata meetings
- Can accommodate a home-based daycare for eight children
- 3,548 ft² of outdoor amenity area:
 - Playground
 - Intensive perimeter tree and shrub plantings
 - Community planter boxes
 - Harvest picnic table





THANK YOU!



**DISTRICT OF SEHELDT
Bylaw No. 492-36, 2023**

Being a bylaw to amend District of Sechelt Official Community Plan Bylaw No. 492, 2010
for 5875 Reef Road.

WHEREAS the District of Sechelt deems it necessary to amend the District of Sechelt Official Community Plan Bylaw No. 492, 2010;

NOW THEREFORE, the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, "Official Community Plan Amendment Bylaw No. 492-36, 2023".

AMENDMENTS

2. Schedule A of Official Community Plan Bylaw No. 492, 2010 is amended by adding the following after Section 5.30 of Part 5: Residential and Special Infill Areas, and renumbering as necessary:
"5.3 Notwithstanding any other provisions of the Official Community Plan, the maximum density on LOT 2, BLOCK 18, DISTRICT LOT 1471, VAP15606 at 5875 Reef Road , is 38 units per hectare and 0.6 Floor Area Ratio."
3. That Schedule C (C1, C2, C3) of Official Community Plan Bylaw No. 492, 2010 be amended to reflect the land use designation and boundaries brought into force by this bylaw.

PROVISIONS

4. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.
5. That Schedule A is attached to and forms part of this bylaw.

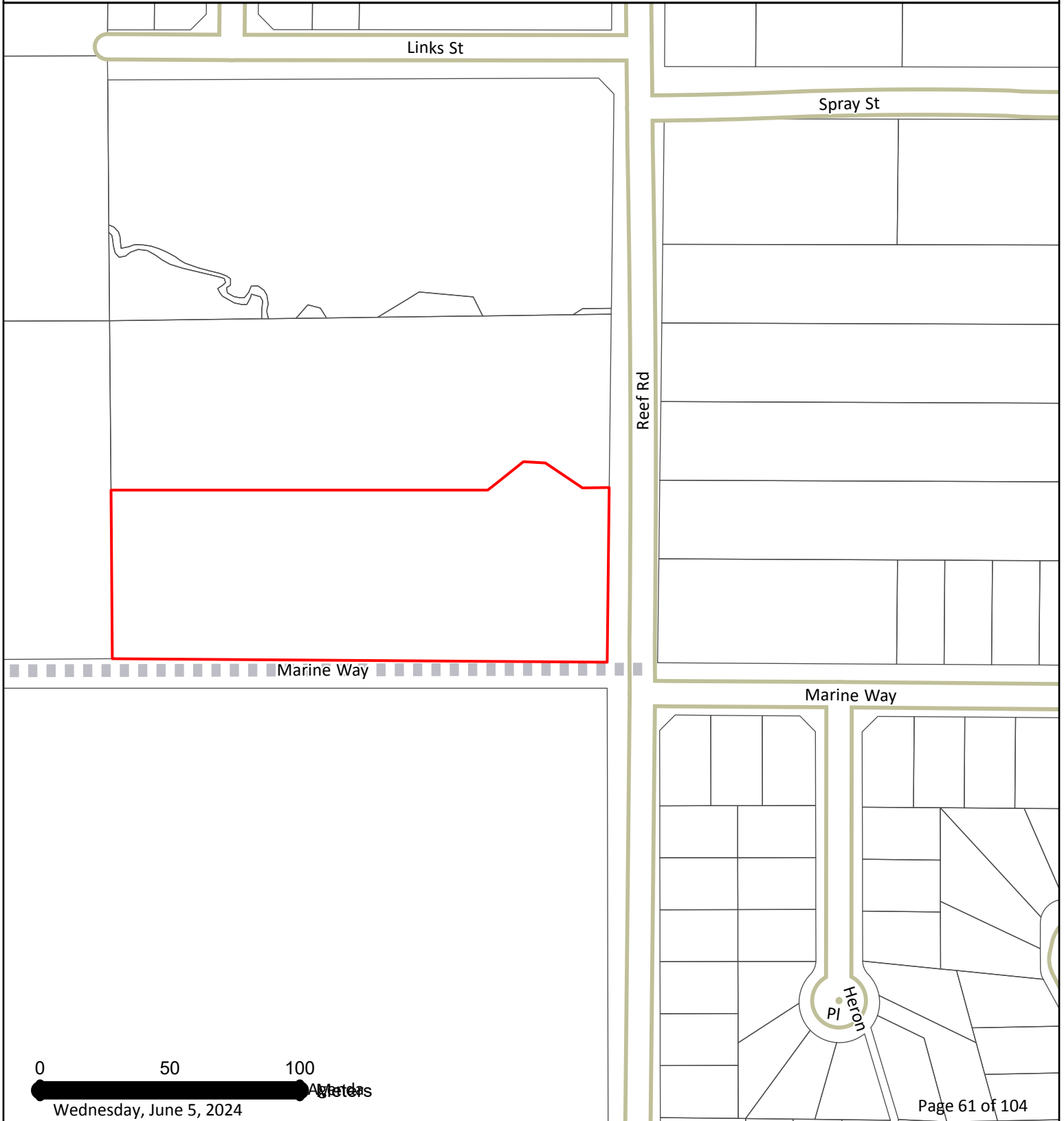
READ A FIRST TIME THIS	6 TH DAY OF	DECEMBER, 2023
READ A SECOND TIME THIS	20 TH DAY OF	MARCH, 2024
PUBLIC HEARING HELD THIS	8 TH DAY OF	MAY, 2024
READ A THIRD TIME THIS	DAY OF	, 2024
ADOPTED THIS	DAY OF	, 2024

Mayor

Corporate Officer

CIVIC: 5875 REEF ROAD
LEGAL: LOT 2 DISTRICT LOT 1471 PLAN 15606
PID: 007-645-520

 Subject Property



0 50 100
meters

Wednesday, June 5, 2024

DISTRICT OF SEHELDT
Bylaw No. 580-08, 2023 (5875 Reef Road)

A bylaw to amend District of Sechelt Zoning Bylaw No. 580, 2022 for 5875 Reef Road.

WHEREAS the District of Sechelt deems it necessary to amend the District of Sechelt Zoning Bylaw No. 580, 2022;

AND WHEREAS the proposed rezoning is consistent with Official Community Plan Bylaw No. 492, 2010;

NOW THEREFORE, the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

1. This bylaw may be cited for all purposes as, "Zoning Amendment Bylaw No. 580-08, 2023".

AMENDMENTS

2. That LOT 2, BLOCK 18, DISTRICT LOT 1471, VAP15606 at 5875 Reef Road, as shown on the plan attached to and forming part of this bylaw as Schedule A, be rezoned from R2 (Low Density) to R5 (Medium Density).
3. That Section 1.5.8 of the R5 zone be amended to include the following site-specific regulations:
LOT 2, BLOCK 18, DISTRICT LOT 1471, VAP15606
 - a) The maximum density is 38 units per hectare and 0.6 Floor Area Ratio.
 - b) The rear lot line setback is 1.5 m, provided that an Environmental Protection Area with a width of 3.5 m or greater is provided west of the rear lot line.
 - c) The parking requirement for a townhouse unit shall be 1.98 spaces per unit instead of 2 spaces per unit pursuant to Section 3.13 of Zoning Bylaw No. 580, 2022.
4. That Zoning Designation Schedules of Zoning Bylaw No. 580, 2022 (Official Zoning Maps Schedules A1, A2, and A3) be amended to reflect the zoning designation and boundaries brought into force by this bylaw.

PROVISIONS

5. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this bylaw.
6. That Schedule A is attached to and forms part of this bylaw.

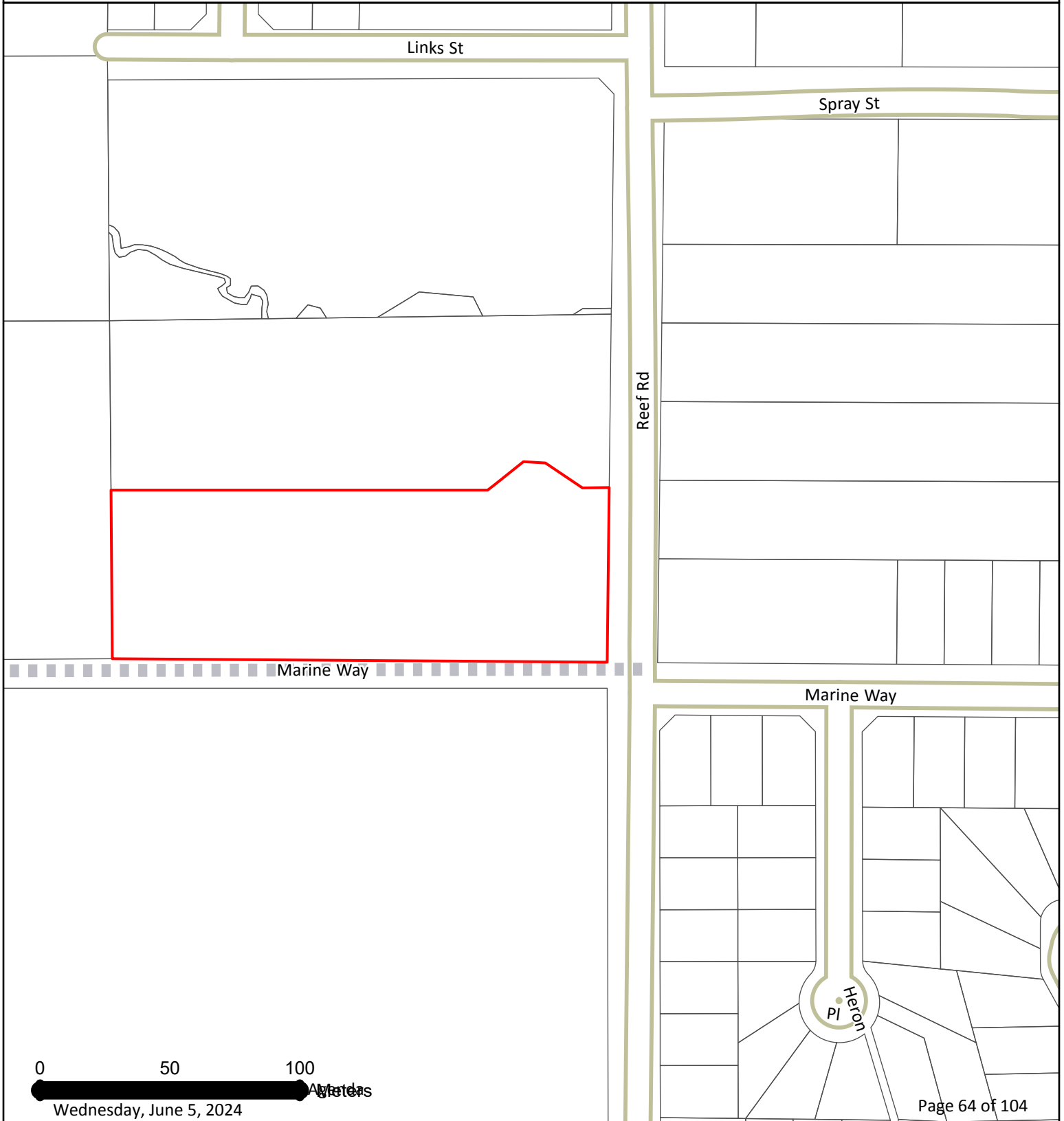
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ADOPTED THIS	DAY OF	, 2024

Mayor

Corporate Officer

CIVIC: 5875 REEF ROAD
LEGAL: LOT 2 DISTRICT LOT 1471 PLAN 15606
PID: 007-645-520

 Subject Property



0 50 100
meters

Wednesday, June 5, 2024

REQUEST FOR DECISION

TO: Council **MEETING DATE:** June 5, 2024
FROM: Ian Holl, Development Planning Manager
SUBJECT: **Rezoning Application for 89 Apartment Units at 5700 East Porpoise Bay Road (Vidorra Developments)**
FILE NO: 3360-2023-01

RECOMMENDATIONS

That third reading be given to Official Community Plan Amendment Bylaw No. 492-34, 2023; and

That third reading be given to Zoning Amendment Bylaw No. 580-07, 2023.

PURPOSE

The purpose of this report is to present Official Community Plan (OCP) Amendment Bylaw No. 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023 for third reading associated with the rezoning application for 89 apartments at 5700 East Porpoise Bay Road.

DISCUSSION

Public Hearing Summary

The public hearing was held on May 8, 2024. The summary of the public hearing verbal submissions are included in Attachment 1. No written submissions were received. No changes are proposed to either bylaw as a result of the public hearing. The conditions of rezoning need to be met, and the Ministry of Transportation and Infrastructure (MOTI) needs to approve the zoning amendment bylaw before the bylaws can be considered for adoption.

POLICY AND BYLAW IMPLICATIONS

The proposed development consists of four separate buildings with shared underground parking. Of the 89 residential units, 49 units are intended for sale and 40 units as market rental to be secured by housing agreement. The OCP amendment is for density only and does not change land use designations.

SUSTAINABILITY PLAN IMPLICATIONS

1. Social Sustainability and Community Well Being
2. Economic Sustainability
3. Environmental Sustainability
6. Sustainable Community Growth and Development

STRATEGIC PLAN IMPLICATIONS

2. Housing
5. Commitment to Climate Change Mitigation, Adaptation, and the Preservation of the Natural Environment
6. Fostering a Vibrant Downtown Core

FINANCIAL IMPLICATIONS

Community Amenity Contributions must be secured via Section 219 covenant and required to be paid at the time of building permit.

COMMUNICATIONS

None.

Respectfully submitted,

Ian Holl, MCIP, RPP
Development Planning Manager

Attachments:

1. Public Hearing Summary Report – May 8, 2024

Associated Bylaws:

1. Official Community Plan Amendment Bylaw No. 492-34, 2023
2. Zoning Amendment Bylaw 580-07, 2023

DISTRICT OF SEHELDT
REPORT OF THE PUBLIC HEARING
Held in Community Meeting Room, 5797 Cowrie Street, Sechelt BC, and via
Zoom Online Meeting Platform
Wednesday, May 8, 2024

- PRESENT** Councillors A. Toth (Chair), A. Shepherd, B. Rowe, and D. Inkster
- REGRETS** Mayor J. Henderson, Councillor D. Bell and D. McLauchlan
- STAFF** Development Planning Manager I. Holl; Senior Policy and Planner K. Pearson; Deputy Corporate Officer T. Forster; and Recording Secretary M. Sugars
-

1. CALL TO ORDER

The Chair called to order the Public Hearing to order at 6:00 p.m.

2. INTRODUCTION OF APPLICATIONS

The Chair introduced the two proposed Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023 (5875 Reef Road), and Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023 (5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave), and advised those persons in attendance that the Public Hearing was being convened pursuant to the *Local Government Act*.

3. CORPORATE OFFICER PROCEDURES

The Public Hearing was attended by nine members of the public. The Chair explained the purpose and rules of the Public Hearing.

4. APPLICATIONS

4.1 Rezoning Application 3360-2022-07 – 5875 Reef Road (Yang)

Staff provided a presentation of the proposed Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023.

The Chair called for comments from the public.

There was one individual speaker.

Speakers from the gallery:

Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023 (Yang)
and Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023
(Vidorra Developments)
May 8, 2024

Name: Aidan Shirley
Address: 2414 St. Johns Street

Mr. Shirley is a representative of the proposed development. He provided a verbal overview of a presentation which he would be providing to staff. He noted the amenities of the proposed development, and its proximity to relevant nearby services. He gave a brief overview of the development, including its variety of layouts and sizes. He summarized the required variances for the bylaw, and confirmed that the setback variance had already been resolved. He outlined environmental concerns and the applicant's proposal for these concerns based on professional report findings. He spoke about the proposed landscaping plan, as well as pedestrian connectivity.

The Chair called a first time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a second time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a third time for further input from members of the public and when no one came forward, the Chair reminded all those present that no further information is to come forward to Council regarding Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023, or Official Community Plan Amendment Bylaw 492-34, 2023.

4.2 Rezoning Application 3360-2023-01 – 5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave (Vidorra Developments)

Staff provided a presentation of the proposed Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023.

The Chair called for comments from the public in the order recorded on the speakers list.

There were two individual speakers.

Speakers from the gallery:

Name: Jill Hemmings Anderson
Address: 5970 & 5699 Trident Avenue

Ms. Hemmings Anderson stated she owns the property located directly behind the proposed development. She noted that she is not opposed to the development, and has attended all

Official Community Plan Amendment Bylaw 492-36, 2023 and Zoning Amendment Bylaw No. 580-08, 2023 (Yang)
and Official Community Plan Amendment Bylaw 492-34, 2023 and Zoning Amendment Bylaw No. 580-07, 2023
(Vidorra Developments)
May 8, 2024

meetings regarding the proposal. She expressed concerns regarding the proposed height of the tallest building, and believes six stories is too high. She noted that the properties in the surrounding neighbourhood are relatively large, and they would like to maintain the feel and style of the neighbourhood. Ms. Hemmings Anderson referenced other areas within the lower mainland as examples of desirable neighbourhood feel. She also expressed her belief that property clearing should not take place until immediately prior to construction. She concluded her comments by stating the neighbourhood is close knit, with many long-time residents who own multiple houses in the area.

Name: Judith McGrath
Address: 5780 Marine Way

Ms. McGrath enquired about square footage. The Chair explained the purpose of the meeting was to receive public input, and any questions could be emailed to planning@sechelt.ca. Ms. McGrath confirmed she had no comments at this time.

The Chair called a first time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a second time asking if anyone would like to speak with regard to the proposed rezoning.

The Chair called a third time for further input from members of the public and when no one came forward, the Chair reminded all those present that no further information is to come forward to Council regarding Zoning Amendment Bylaw No. 580-07, 2023 (5686 & 5694 Wharf Ave, 5700 East Porpoise Bay Rd, 5689 Trident Ave).

5. ADJOURNMENT

The Public Hearing was adjourned at 6:30 p.m. on May 8, 2024.

Certified Fair and Correct:

Kerianne Poulsen, Corporate Officer

DISTRICT OF SEHELTT

Bylaw No. 492-34, 2023 (5700 East Porpoise Bay Road)

A bylaw to amend District of Sechelt Official Community Plan Bylaw No. 492, 2010

WHEREAS the Council of the District of Sechelt deems it necessary to amend the District of Sechelt Official Community Plan Bylaw No. 492, 2010;

NOW THEREFORE the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

This Bylaw may be cited for all purposes as “Official Community Plan Amendment Bylaw No. 492-34, 2023 (Vidorra)”.

PROVISIONS

1. Schedule A of Official Community Plan Bylaw No. 492, 2010 is amended by adding the following after Section 5.30 of Part 5: Residential and Special Infill Areas, and renumbering as necessary:

“5.4 Notwithstanding any other provisions of the Official Community Plan, the maximum density on LOTS 19, 20, 21 BLOCK 9 DISTRICT LOT 303 PLAN 7483 and LOT B BLOCK 9 DISTRICT LOT 303 PLAN 7988, at 5700 East Porpoise Bay Road, is 159 units per hectare and 1.5 Floor Area Ratio.”

2. That Schedule C of Official Community Plan Bylaw No. 492, 2010 be amended to reflect the land use designation and boundaries brought into force by this bylaw.

READ A FIRST TIME	2 nd DAY OF	AUGUST, 2023
READ A SECOND TIME	17 th DAY OF	APRIL, 2024
PUBLIC HEARING HELD	8 th DAY OF	MAY, 2024
READ A THIRD TIME	DAY OF	, 2024
ADOPTED	DAY OF	, 2024

Mayor

Corporate Officer

DISTRICT OF SEHELTT

Bylaw No. 580-07, 2023 (5700 East Porpoise Bay Road)

A bylaw to amend District of Sechelt Zoning Bylaw No. 580, 2022

WHEREAS the Council of the District of Sechelt deems it necessary to amend the District of Sechelt Zoning Bylaw No. 580, 2022;

AND WHEREAS the proposed rezoning is consistent with Official Community Plan Bylaw No. 492, 2010;

NOW THEREFORE the Council of the District of Sechelt in open meeting assembled enacts as follows:

TITLE

1. This Bylaw may be cited for all purposes as “Zoning Amendment Bylaw No. 580-07, 2023 (5700 East Porpoise Bay Road)”.

PROVISIONS

2. That the new zone, COMPREHENSIVE DEVELOPMENT - ZONE VIDORRA DEVELOPMENTS (CD8), attached to and forming part of this bylaw as Schedule A, is added to Zoning Bylaw No. 580, 2022, PART 1 ZONES and renumbered as necessary.
3. That LOTS 19, 20, 21 BLOCK 9 DISTRICT LOT 303 PLAN 7483 and LOT B BLOCK 9 DISTRICT LOT 303 PLAN 7988 at 5700 East Porpoise Bay Road, as shown on the plan attached to and forming part of this bylaw as Schedule B, be rezoned from R4 (URBAN INFILL) to CD8 (COMPREHENSIVE DEVELOPMENT - ZONE VIDORRA DEVELOPMENTS).
4. That Zoning Designation Schedules of Zoning Bylaw No. 580, 2022 (Official Zoning Maps Schedules A1, A2, and A3) be amended to reflect the zoning designation and boundaries brought into force by this bylaw.

READ A FIRST TIME THIS	2 ND DAY OF	AUGUST, 2023
READ A SECOND TIME THIS	17 TH DAY OF	APRIL, 2024
PUBLIC HEARING HELD THIS	8 TH DAY OF	MAY, 2024
READ A THIRD TIME THIS	DAY OF	, 2024
APPROVED BY THE MINISTRY OF		
TRANSPORTATION AND INFRASTRUCTURE THIS	DAY OF	, 2024
ADOPTED THIS	DAY OF	, 2024

Mayor

Corporate Officer

1.34 Comprehensive Development Zone — Vidorra Developments (CD8)

Zone Intent

1.34.1 To provide a mixed-use development suitable for Downtown Centre and Multifamily Mixed Residential land use designation.

Permitted Uses

1.34.2 The permitted *Principal* and *Accessory Uses* are as follows:

Principal Uses	Accessory Uses
<i>Apartment</i> <i>Artist Studio</i> <i>Office</i> <i>Personal Services</i> <i>Restaurant</i> <i>Retail</i> <i>Veterinary Clinic</i>	<i>Home Business</i>

Density

1.34.3 The Maximum density is 50 Units per ha and a Floor Area Ratio of 1.4.

1.34.4 If 45% of the Residential units in the development meet the definition of Rental Housing the maximum density permitted is 159 Units per ha and a Floor Area Ratio of 1.5.

1.34.5 The maximum gross floor area for commercial use is 400 m².

Siting

1.34.6 The minimum *Setbacks* from lot lines are as follows:

Structure	Front (Wharf Ave)	Rear (Trident Ave)	Interior Side	Exterior Side (E Porpoise Bay Road)
<i>Principal Use *</i>	2 m	5 m	5 m	2 m
<i>Accessory Structure</i>	1.5 m	1.5 m	1.5 m	1.5 m

* Below grade parkade structures may be sited at 0 m.

Height

1.34.7 The maximum *Heights* are as follows:

Structure	Maximum Height
<i>Principal Use</i>	25 m
<i>Accessory Structure</i>	6.5 m

Lot Coverage

1.34.8 The maximum *Lot Coverage* is 50%.

Subdivision

1.34.9 The subdivision regulations are as follows:

Criteria	Regulation
Minimum <i>Lot Area</i>	5000 m ²

Parking

1.34.10 Despite the parking regulations in Part 3 the following applies to the CD8 zone:

Criteria	Regulation
Aisle Width for 90° Parking	6.6 m
Loading Spaces	None
Small Parking Space Dimensions	3.8 m wide by 2.5 m long
Standard Parking Space Dimensions	2.3 m wide by 4.6 m long
Market Condo Apartment Parking Spaces	1 per dwelling unit
Rental Apartment Parking Spaces	0.9 per dwelling unit
Permitted Commercial Uses	No off-street parking required

1.34.11 A minimum of 17 on-street parking spaces must be provided along the property frontage.

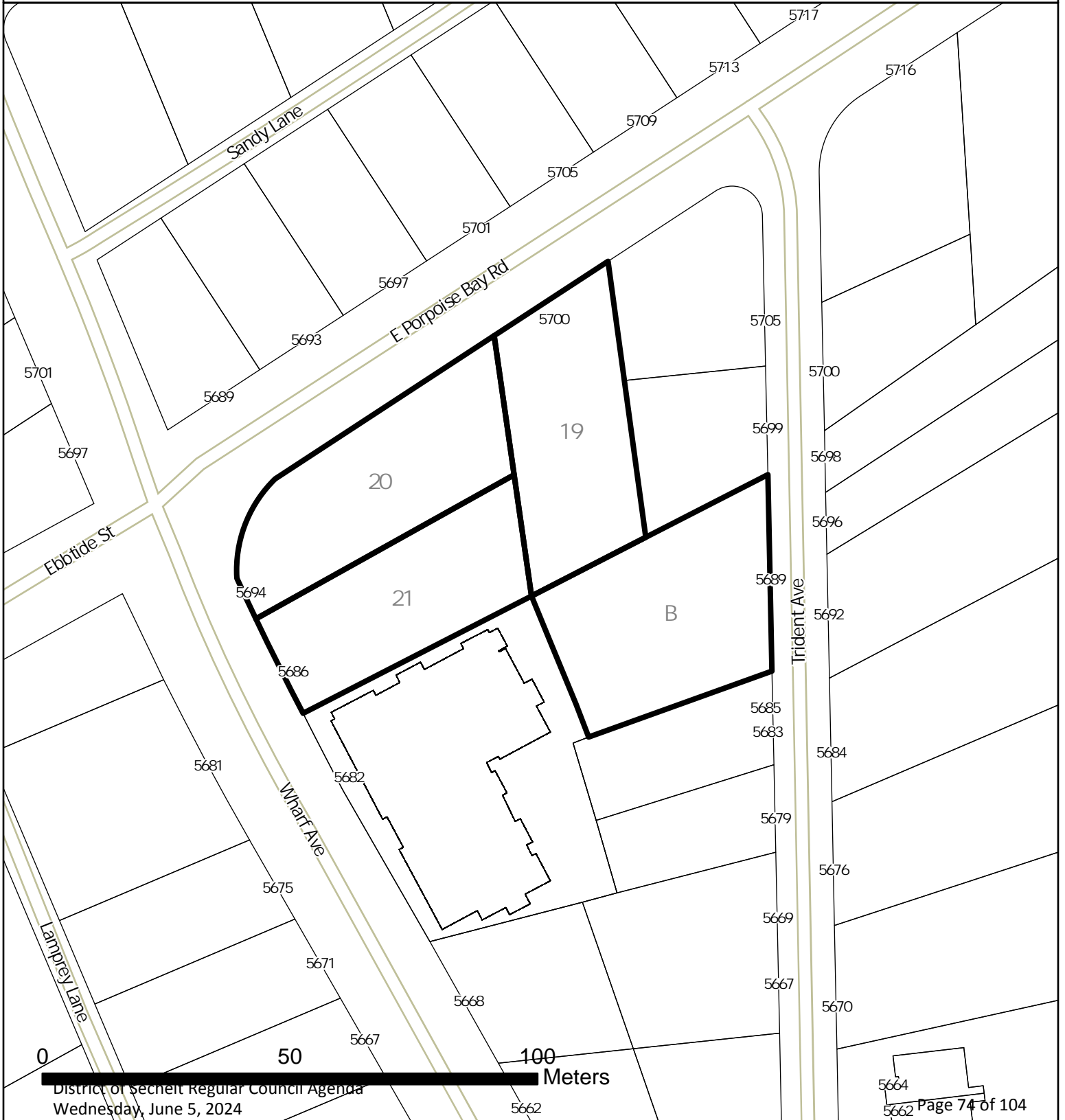
Conditions of Use

1.34.12 The following are conditions of use are specific to the CD8 zone:

Conditions of Use
a) Commercial uses may only be undertaken within the area designated as Downtown Centre under Official Community Plan Bylaw No. 492, 2010.

CIVIC: 5700 EAST PORPOISE BAY ROAD
 LEGAL: LOTS 19 BLOCK 9 DISTRICT LOT 303 PLAN 7483, PID: 010-591-672
 LOTS 20 BLOCK 9 DISTRICT LOT 303 PLAN 7483, PID: 008-102-473
 LOTS 21 BLOCK 9 DISTRICT LOT 303 PLAN 7483, PID: 006-394-205
 LOT B BLOCK 9 DISTRICT LOT 303 PLAN 7988, PID: 010-292-381

 Subject Property(s)





DISTRICT OF SECHELT

MINUTES OF THE REGULAR COUNCIL MEETING

**May 22, 2024, 3:30 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform**

PRESENT: Mayor J. Henderson, Councillor D. Bell, Councillor D. Inkster, Councillor D. McLauchlan (partial), Councillor B. Rowe, Councillor A. Shepherd, Councillor A. Toth

STAFF: Acting Chief Administrative Officer and Director of Financial Services and Information Technology D. Douglas, Director of Planning and Development A. Allen, Director of Engineering and Operations K. Dhillon, Director of Corporate and Community Services L. Roberts, Corporate Officer K. Poulsen, Deputy Corporate Officer T. Forster (Recording Secretary)

1. LAND ACKNOWLEDGEMENT

None.

2. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council to Closed Meeting to order at 3:30 pm and asked for declarations of conflict. There were none.

3. ADOPTION OF AGENDA

Res. No. 2024-5D-01

Moved/ Seconded

That the May 22, 2024 Regular Council to Closed Meeting Agenda be amended to include Item 4.2 - Wildfire Conference.

CARRIED
OPPOSED: Councillor McLauchlan

Res. No. 2024-5D-02

Moved/ Seconded

That the May 22, 2024 Regular Council to Closed Meeting Agenda be amended to include Item 4.3 - Thank you to MLA Nicholas Simons.

CARRIED

Res. No. 2024-5D-03

Moved/ Seconded

That the May 22, 2024 Regular Council to Closed Meeting Agenda be adopted, as amended.

CARRIED

OPPOSED: Councillor McLauchlan

4. BUSINESS ITEMS**4.1 2023 Audited Consolidated Financial Statements and MNP Audit Findings**

MNP LLP representatives Cory Vanderhorst and Gavin Reid provided Council with a brief overview of the audited 2023 financial statements.

It was noted that the Independence Communication, confirming that MNP conducted the audit independently with no conflict of interest, was not included on the agenda package, however this statement has been submitted to the District.

Res. No. 2024-5D-04

Moved/ Seconded

That the District of Sechelt 2023 Audited Consolidated Financial Statements be approved, as presented.

CARRIED

4.2 Wildfire Conference

Council discussed budgeted expenses and allocation between Council members for conferences and seminars. Council noted that it may be time to review the procedure when staff forecast Council conference and travel budgets for the following year.

Res. No. 2024-5D-05

Moved/ Seconded

That Councillor Inkster and Councillor Toth be approved to attend the 2024 Wildfire Coexistence in BC: Solutions Symposium in Kelowna, BC; and That the expenses be funded from Council's conference and travel budgets.

CARRIED
OPPOSED: Councillor McLauchlan

4.3 Thank You to MLA Nicholas Simons

Council noted that they would all like to sign the drafted letter.

Res. No. 2024-5D-06

Moved/ Seconded

That a letter be drafted and sent to MLA Nicholas Simons to express gratitude for his service to the community.

CARRIED

5. CLOSED SESSION**Res. No. 2024-5D-07**

Moved/ Seconded

That the meeting be closed to the public at 4:02 pm pursuant to Sections 90 (1) (c), (e), (k), (l) of the Community Charter.

CARRIED

Councillor McLauchlan left the meeting at 4:02 pm.

5.1 CALL TO ORDER AND DECLARATION OF CONFLICT**5.2 ADOPTION OF CLOSED AGENDA****5.3 Sections 90 (1) (e), (k) and (l)****5.4 Sections 90 (1) (c) and (l)****5.5 Minutes of the May 8, 2024 Closed Council Meeting****6. ADJOURNMENT**

Res. No. 2024-5D-08

Moved/ Seconded

That the May 22, 2024 Regular Council to Closed Meeting be adjourned at 5:10 pm.

CARRIED

Certified correct by:

John Henderson, Mayor

Certified correct by:

Kerianne Poulsen, Corporate Officer



DISTRICT OF SECHELT

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**May 22, 2024, 3:00 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform**

PRESENT: Councillor B. Rowe (Chair), Mayor J. Henderson, Councillor D. Bell, Councillor D. Inkster, Councillor D. McLauchlan, Councillor A. Shepherd, Councillor A. Toth

STAFF: Acting Chief Administrative Officer and Director of Financial Services and Information Technology D. Douglas, Director of Planning and Development A. Allen, Director of Engineering and Operations K. Dhillon, Director of Corporate and Community Services L. Roberts, Chief Building Official J. Nyhus, Community Services Manager S. Smith, Corporate Officer K. Poulsen, Executive Assistant J. Doherty (Recording Secretary)

1. LAND ACKNOWLEDGEMENT

The Chair acknowledged their gratitude for living on the traditional lands of the shíshálh Nation and congratulated the shíshálh on the opening of the new House of Clans building.

2. CALL TO ORDER AND DECLARATION OF CONFLICT

The Chair called the Committee of the Whole Meeting to order at 3:03 pm and asked for declarations of conflict. There were none.

3. ADOPTION OF AGENDA

Recommendation No. 1

Moved/ Seconded

That the May 22, 2024 Committee of the Whole Meeting Agenda be adopted.

CARRIED

4. DELEGATIONS & PROCLAMATIONS

None.

5. BUSINESS ITEMS

5.1 Protection of Trees on District of Sechelt Public Lands

The Chief Building Officer provided Council with an overview of the report noting:

- Trees have been removed from District land without permission.
- The District is currently unable to issue fines for illegal tree removal or unlicensed vehicles on District property and right-of-ways.
- Costs to the District are incurred if the land is left unstable from tree removal.

In response to questions from Council, staff further noted:

- The Amendment Bylaw regulates trees and plants on public lands as well as vehicles, which is why both subjects are presented for Council consideration.
- The proposed Amendment Bylaw provides clarity between District-owned land and private property.
- The removal of trees solely for aesthetic reasons is a political decision, however staff recommend against this to better protect the District's natural assets.

Recommendation No. 2

Moved/ Seconded

That Highways and Parking Amendment Bylaw No. 516-4, 2024 be read a second and third time; and

That the following amendment bylaws be read for the first, second and third time:

- a. Municipal Ticket Information Bylaw Amendment No. 491-4, 2024; and
 - b. Bylaw Notice Enforcement Implementation Amendment Bylaw No. 515-14, 2024;
- and

That Tree Cutting and Limbing Policy No. 5.3.1 be rescinded; and

That the Protection of Plants and Trees on Public Lands Policy 5.3.3 be endorsed.

CARRIED

6. ADJOURNMENT

Recommendation No. 3

Moved/ Seconded

That the May 22, 2024 Committee of the Whole meeting be adjourned at 3:15 pm.

CARRIED

Certified correct by:

Brenda Rowe, Chair

Certified correct by:

Kerianne Poulsen, Corporate Officer



DISTRICT OF SECHELT

MINUTES OF THE REGULAR COUNCIL MEETING

**May 15, 2024, 7:00 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform**

PRESENT: Mayor J. Henderson, Councillor D. Bell, Councillor D. Inkster, Councillor D. McLaughlan, Councillor B. Rowe, Councillor A. Shepherd, Councillor A. Toth

STAFF: Acting Chief Administrative Officer and Director of Planning and Development A. Allen, Director of Engineering and Operations K. Dhillon, Director of Financial Services and Information Technology D. Douglas, Director of Corporate and Community Services L. Roberts, Planning and Development Manager I. Holl, Manager of Community Services, S. Smith, Corporate Officer K. Poulsen, Administrative Assistant C. Kidd (Recording Secretary)

1. LAND ACKNOWLEDGEMENT

The Mayor noted the land acknowledgement on the meeting agenda.

2. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council Meeting to order at 7:01 pm and asked for declarations of conflict. There were none.

3. ADOPTION OF AGENDA

Res. No. 2024-5C-01

Moved/ Seconded

That Item 5.6 of the May 15, 2024 Regular Council Meeting Agenda be moved before Item 5.1.

CARRIED

Res. No. 2024-5C-02

Moved/ Seconded

That the May 15, 2024 Regular Council Meeting Agenda be adopted, as amended.

CARRIED

4. DELEGATIONS & PROCLAMATIONS**4.1 West Sechelt Elementary Parent Advisory Council**

The West Sechelt Parent Advisory Council expressed gratitude for the traffic safety improvements and active transportation network near West Sechelt Elementary. Children from the school presented Council with a card and a slide presentation to show traffic safety improvements.

Mayor Henderson thanked the delegation.

4.2 World Hunger Day - May 28

Mayor Henderson proclaimed May 28, 2024 as World Hunger Day in the District of Sechelt.

Members of the Sunshine Coast Lions Club spoke of World Hunger Day on May 28, 2024 and informed Council that the local food banks provide meals for 120-140 people a day. In recognition of World Hunger Day, the Lions Club and the Rotary Club are hosting an event on Saturday May 25, 2024, at Hackett Park, from 11 am-2 pm.

4.3 Sunshine Coast Community Services - Funding Request

Representatives from Sunshine Coast Community Services Society (SCCSS) provided an overview of the Building Together project, their extensive community engagement process and the anticipated community benefits. Due to cost increases and inflation, the project is underfunded and SCCSS is requesting one million dollars from the Sunshine Coast Community Forest Legacy Fund. It was noted that a shortfall of funding would eliminate the space reserved for women and children's counselling and that the SCCSS believes a mortgage would limit their ability to provide needed services to the community.

In response to questions from Council, the delegation noted that SCCSS would be operating during construction.

Staff confirmed that this project would qualify for the District's Affordable Housing Reserves.

Res. No. 2024-5C-03

Moved/ Seconded

That the request from Sunshine Coast Community Services Society for funding from the Sunshine Coast Community Forest Legacy Fund to be allocated to their Building Together project be referred to staff; and

That staff provide an analysis back to Council as soon as possible.

CARRIED

Res. No. 2024-5C-04

Moved/ Seconded

That the request from Sunshine Coast Community Services Society for funding from the Sunshine Coast Community Forest Legacy Fund, to be allocated to their Building Together project, be referred to the Sunshine Coast Community Forest Board for feedback.

CARRIED

4.4 Sechelt Downtown Business Association - Board Recommendations

The Executive Director of the Sechelt Downtown Business Association (SDBA) presented a statement and requests from the SDBA Board and asked that these requests be included in the District's 2025 budget.

In response to questions from Council, staff noted that public consultation for the mobile vending bylaw will continue over the year, including the consideration of mobile vending in the winter, and an update will be provided to Council upon completion.

Council liaisons noted they will attend the next SDBA Board meeting.

Res. No. 2024-5C-05

Moved/ Seconded

That Paul Sullivan, Ryan LLC, be invited to speak to Council regarding the impacts of commercial taxation.

CARRIED

Res. No. 2024-5C-06

Moved/ Seconded

That the District of Sechelt is supportive of a flyby by Royal Canadian Air Force Aircraft as low as 500 feet, for the planned July 1st parade being held in Sechelt, BC for transit, practice and shows on July 1st, 2024, between 10am and 12pm.

CARRIED

5. BUSINESS ITEMS**5.1 Agenda Item 5.6 - Rezoning Application for the C4 Zone by Sunshine Coast Chamber of Commerce**

Staff provided an overview of the proposed zoning amendment and provided clarification about similar properties within the C4 zone.

The Mayor invited Chamber of Commerce Interim Chair to speak to the proposed bylaw amendment, who confirmed that the application was submitted on behalf of the Chamber of Commerce as well as the Sechelt Downtown Business Association.

In response to questions from Council, staff confirmed the following:

- Housekeeping amendments include wording clarifications and minor changes that have been identified after the new Zoning Bylaw 580 was initially adopted.
- Alternate solutions could be included on a future report; however, it could result in a delay of land use planning for downtown Sechelt to accommodate densification of housing and commercial uses within the downtown area.

Res. No. 2024-5C-07

Moved/ Seconded

That Rezoning Application for the C4 Zone by Sunshine Coast Chamber of Commerce be referred to staff for consideration of inclusion with future housekeeping amendments to Zoning Bylaw 580.

CARRIED

Opposed: Mayor Henderson

5.2 Agenda Item 5.1 - 2024 Community Investment Program Grants

The Manager of Community Services provided an overview of the report and acknowledged the work of Arts and Culture Coordinator, Maria Danysh in taking over CIP grant program this year.

In response to questions from Council, the following was noted:

- 26 applications were received for both annual and multi-year funding, equaling over \$130,000.
- Previous years multi-year funding was approximately \$100,000.
- An estimate of \$30,000 is available for the 2024 applicants.

Council discussed grant eligibility requirements, applicants, members of the committee, and evaluation criteria.

An additional recommendation was provided to Council regarding staff research to provide field maintenance support for the Davis Bay Community Association. The field requires additional maintenance beyond the funding recommended by the Grant Committee, and District staff are currently providing in kind services for maintaining the field.

An error was noted for the Sunshine Coast Conservation Association, as the CIP Committee recommends a grant fund of \$1000 be approved, not \$2000 as outlined on the meeting agenda.

Council conveyed their gratitude towards Maria Danysh and Chris Kidd for their work assisting the CIP Committee this year.

Res. No. 2024-5C-08

Moved/ Seconded

1. That Council approve the allocation of \$30,000 from general revenue towards Community Investment Program (CIP) grants; and
2. That Council award grants as outlined in the following recommendations of the CIP Grant Review Committee:
 - 2.1. \$900 to the Davis Bay Wilson Creek Selma Park Community Association;
 - 2.2. \$750 to the Driftwood Players;
 - 2.3. \$0 to the Gibsons Curling Club;
 - 2.4. \$1,000 to the Gibsons Public Art Gallery;
 - 2.5. \$0 to the Kitchen sink Rescue Farm & Sanctuary;
 - 2.6. \$0 to the PIVOT: Empowering Recovery Society;
 - 2.7. \$1,000 to the Raincoast Conservation Foundation;
 - 2.8. \$2,500 to the Sechelt Community Schools Society;

- 2.9. \$0 to the Sechelt Downtown Business Association for their Boomerang Bags;
 - 2.10. \$1,900 to the Sechelt Downtown Business Association for their Festival of Lights event;
 - 2.11. \$2,000 to Special Olympics British Columbia – Sunshine Coast;
 - 2.12. \$2,000 to the Sunshine Coast Charitable Housing Society;
 - 2.13. \$500 to the Sunshine Coast Community Orchestra Association;
 - 2.14. \$2,400 to the Sunshine Coast Community Services Society for their volunteer program;
 - 2.15. \$2,000 to the Sunshine Coast Community Solar Association;
 - 2.16. \$1,000 to the Sunshine Coast Conservation Association;
 - 2.17. \$2,500 to the Sunshine Coast Foundation;
 - 2.18. \$1,250 to the Jazz and Entertainment Society;
 - 2.19. \$500 to the Sunshine Coast Pickleball Association;
 - 2.20. \$1,200 to the Sunshine Coast Salmonid Enhancement Society;
 - 2.21. \$600 to the Sunshine Coast Writers & Editors Society;
 - 2.22. \$0 to the Technology Festival Association of BC;
 - 2.23. \$0 to the United Canadian Metis Nation; and
3. That Council direct the signatories of the District of Sechelt to execute a standing Grant Agreement with:
 - 3.1. The Coast Cultural Alliance in the amount of \$2,000 for 2024; \$3,500 for 2025; \$5,000 for 2026;
 - 3.2. Deer Crossing the Art Farm in the amount of 2,000 for 2024; \$3,500 for 2025; \$5,000 for 2026;
 - 3.3. The Sunshine Coast Festival of the Performing Arts in the amount of \$2,000 for 2024; \$3,500 for 2025; \$5,000 for 2026; and
 4. That staff investigate the cost of providing more comprehensive field maintenance support for the Davis Bay Community Association Field.

CARRIED

5.3 Agenda Item 5.2 - Development Variance Permit for 6547 Sunshine Coast Highway

Staff provided an overview of the report and spoke of the requirements for public notification, referrals and other processes.

Res. No. 2024-5C-09

Moved/ Seconded

That Development Variance Permit 2024-01 be approved and issued.

CARRIED

5.4 Agenda Item 5.3 - Development Variance Permit for 6111 Mason Road

Staff provided an overview of the report and the applicant spoke to the DVP noting that it will bring the property into compliance with the Agricultural Land Commission.

Res. No. 2024-5C-10

Moved/ Seconded

That Development Variance Permit 2024-02 be approved subject to the registration of a Section 219 covenant regarding the existing dwelling on the property.

CARRIED

5.5 Agenda Item 5.4 - Development Variance Permit for 5522 McCourt Road

Staff provided an overview of the variance request and provided clarification on processes for inspections and surveys during construction.

Res. No. 2024-5C-11

Moved/ Seconded

That Development Variance Permit 2024-03 be approved and issued.

CARRIED

OPPOSED: Councillor McLauchlan

5.6 Agenda Item 5.5 - Development Variance Permit for 4350 Rainbow Road

Staff noted this property is owned by BC Hydro and their internal policy requires higher fencing than the bylaw permits.

Res. No. 2024-5C-12

Moved/ Seconded

That Development Variance Permit 2024-07 be approved and issued.

CARRIED

Res. No. 2024-5C-13

Moved/ Seconded

That staff consider industrial fencing height along with other housekeeping amendments for Bylaw 580.

CARRIED

6. BYLAWS**6.1 Rezoning Application for 86 Townhouses at 5397 McCourt Road****a. Report**

Staff noted that there will be no public hearing for this development because it is in alignment with the Official Community Plan.

Council discussed parkland dedication, water use, sustainability, nearby school capacity, improvements for nearby roads and improvements for Picadilly Park.

Res. No. 2024-5C-14

Moved/ Seconded

That Council give first reading to Zoning Amendment Bylaw No. 580-10, 2024; and

That prior to consideration of adoption, the applicant shall:

- a. Resolve the park land issue (land, improvements, cash-in-lieu etc.) to the satisfaction of the District;
- b. Confirm their water demand reduction and conservation plans to be implemented at the development permit stage;
- c. Pay an agreed upon Community Amenity Contribution based on Council policy to be split equally between the Community Amenity and Affordable Housing Reserve Funds.

CARRIED

Opposed: Councillor McLauchlan

- b. Zoning Amendment Bylaw No. 580-10, 2024

Res. No. 2024-5C-15

Moved/ Seconded

That Zoning Amendment Bylaw No. 580-10, 2024 be read a first time on May 15, 2024.

CARRIED

Opposed: Councillor McLaughlan

7. MINUTES OF PREVIOUS MEETINGS

7.1 Minutes of the May 1, 2024 Regular Council Meeting

Res. No. 2024-5C-16

Moved/ Seconded

That the Minutes of the May 1, 2024 Regular Council Meeting be adopted.

CARRIED

7.2 Minutes of the April 24, 2024 Regular Council to Closed Meeting

Res. No. 2024-5C-17

Moved/ Seconded

That the Minutes of the April 24, 2024 Regular Council to Closed Meeting be adopted.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

In response to an inquiry from Council, staff confirmed that any changes to the Five-Year Financial Plan would be presented to Council for approval prior to amending the Budget Book and the Financial Plan Bylaw.

9. COUNCIL REPORTS

9.1 Sunshine Coast Regional District Representatives

Council received updates from the Sunshine Coast Regional District Representatives.

9.2 Council

Members of Council provided verbal updates of their activities.

10. CORRESPONDENCE

None.

10.1 2024-05-04, Email, Sunshine Coast Bear Alliance - Request for UBCM Resolution Support

Council discussed inviting the Sunshine Coast Bear Alliance to present to Council to provide more information on this initiative.

Res. No. 2024-5C-18

Moved/ Seconded

That Council Correspondence 2024-05-04, Email, Sunshine Coast Bear Alliance - Request for UBCM Resolution Support, be deferred.

CARRIED

11. RELEASE OF CLOSED MEETING ITEMS**11.1 2024 Sunshine Coast Community Forest AGM Appointments****Res. No. 2024-5C-19**

Moved/ Seconded

That the following resolution be released in an open meeting:

Res. No 2024-04CM/A-03

(1) That Councillor Inkster and Mayor Henderson be authorized to act on behalf of the District of Sechelt as sole shareholders of the Sunshine Coast Community Forrest at the Annual General Meeting for the purposes of:

- a) receiving and approving the minutes of the 2023 Annual General Meeting,
- b) accepting the audited consolidated financial statements for the year ended December 31, 2023,
- c) appointing an auditor for the ensuing fiscal year,
- d) appointing directors to the board; and

(2) That this resolution be released in open session.

CARRIED

12. ADJOURNMENT**Res. No. 2024-5C-20**

Moved/ Seconded

That the May 15, 2024 Regular Council Meeting be adjourned at 9:59 pm.

CARRIED

Certified correct by:
John Henderson, Mayor

Certified correct by:
Kerianne Poulsen, Corporate Officer



DISTRICT OF SECHELT

MINUTES OF THE REGULAR COUNCIL MEETING

**May 8, 2024, 3:30 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform**

PRESENT: Mayor J. Henderson, Councillor D. Inkster, Councillor B. Rowe, Councillor A. Shepherd, Councillor A. Toth

ABSENT: Councillor D. Bell, Councillor D. McLauchlan

STAFF: Chief Administrative Officer A. Yeates, Director of Planning and Development A. Allen, Director of Engineering and Operations K. Dhillon, Director of Financial Services and Information Technology D. Douglas, Director of Corporate and Community Services L. Roberts, Deputy Corporate Officer T. Forster (Recording Secretary), Executive Assistant J. Doherty

1. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council to Closed Meeting to order at 3:45 pm.

2. LAND ACKNOWLEDGEMENT

The Mayor acknowledged the land acknowledgement included on the printed agenda.

3. ADOPTION OF AGENDA

Res. No. 2024-5B-01

Moved/ Seconded

That the May 8, 2024 Regular Council to Closed Meeting Agenda be adopted.

CARRIED

4. BUSINESS ITEMS**4.1 Notice of Motion - Mayor Henderson - Non-Potable Water Supply**

Council discussed overall considerations about optimizing non-potable water supply resources and community needs.

Res. No. 2024-5B-02

Moved/ Seconded

That Council approve a budget of up to \$80,000 for a non-potable water supply source using the existing Dusty Road well:

- a. That such be funded from one or more reserve funds to be identified by staff; and
- b. That Council immediately inform the Province of our plans and direct staff to seek expedited approval from such authorities as necessary; and
- c. That staff ensure the well is operational as soon as possible and, in any event, not later than August 15, 2024.

Amendment:**Res. No. 2024-5B-03**

Moved/ Seconded

That item c of the motion be amended to:

- c. That staff ensure the well is operational as soon as practicable upon receipt of the Provincial water licence.

CARRIED

OPPOSED: Mayor Henderson

Res. No. 2024-5B-04

Moved/ Seconded

That Council approve a budget of up to \$80,000 for a non-potable water supply source using the existing Dusty Road well:

- a. That such be funded from one or more reserve funds to be identified by staff; and
- b. That Council immediately inform the Province of our plans and direct staff to seek expedited approval from such authorities as necessary; and

- c. That staff ensure the well is operational as soon as practicable upon receipt of the Provincial water licence.

CARRIED

5. BYLAWS

5.1 2024- 2028 Consolidated Financial Plan

- a. Report

Res. No. 2024-5B-05

Moved/ Seconded

That the 2024 - 2028 Consolidated Financial Plan Bylaw No. 621, 2024 be adopted.

CARRIED

- b. District of Sechelt 2024 - 2028 Consolidated Financial Plan Bylaw No. 621, 2024

Res. No. 2024-5B-06

Moved/ Seconded

That District of Sechelt 2024 - 2028 Consolidated Financial Plan Bylaw No. 621, 2024 be adopted on May 8, 2024.

CARRIED

5.2 2024 Tax Rates

- a. Report

Res. No. 2024-5B-07

Moved/ Seconded

That District of Sechelt 2024 Tax Rates Bylaw No. 622, 2024 be adopted.

CARRIED

- b. 2024 Tax Rate Bylaw No. 622, 2024

Res. No. 2024-5B-08

Moved/ Seconded

That 2024 Tax Rate Bylaw No. 622, 2024 be adopted on May 8, 2024.

CARRIED

5.3 Sewer User Fees

- a. Report

Res. No. 2024-5B-09

Moved/ Seconded

That District of Sechelt Sewer Fees Amendment Bylaw 426-19, 2024 be adopted.

CARRIED

- b. District of Sechelt Sewer User Fees Amendment Bylaw No. 426-19, 2024

Res. No. 2024-5B-10

Moved/ Seconded

That District of Sechelt Sewer User Fees Amendment Bylaw No. 426-19, 2024 be adopted on May 8, 2024.

CARRIED

5.4 Septage Disposal Fees

- a. Report

Res. No. 2024-5B-11

Moved/ Seconded

That District of Sechelt Septage Disposal Fees Amendment Bylaw No. 483-7, 2024 be adopted.

CARRIED

- b. District of Sechelt Septage Disposal Fees Amendment Bylaw 483-7, 2024

Res. No. 2024-5B-12

Moved/ Seconded

That District of Sechelt Septage Disposal Fees Amendment Bylaw 483-7, 2024 be adopted on May 8, 2024.

CARRIED

5.5 Fees and Charges for Solid Waste

a. Report

Res. No. 2024-5B-13

Moved/ Seconded

That Fees and Charges Amendment Bylaw No. 575-15, 2024 be adopted.

CARRIED

b. Fees and Charges Amendment Bylaw No. 575-15, 2024

Res. No. 2024-5B-14

Moved/ Seconded

That Fees and Charges Amendment Bylaw No. 575-15, 2024 be adopted on May 8, 2024.

CARRIED

6. CLOSED SESSION

Res. No. 2024-5B-15

Moved/ Seconded

That the May 8, 2024 Regular Council to Closed Meeting Agenda be amended to close the meeting at 4:14 pm under sections 90 (1) (e), (k) and (l) as presented and also section 90 (1) (c) of the Community Charter; and

That the May 8, 2024 Regular Council to Closed Meeting Agenda be adopted, as amended and the meeting be recessed into the closed portion.

CARRIED

6.1 CALL TO ORDER AND DECLARATION OF CONFLICT

6.2 ADOPTION OF CLOSED AGENDA

6.3 Section 90 (1) (e), (k), (l)

6.4 Minutes of the April 24, 2024 Closed Council Meeting

6.5 Minutes of the March 27, 2024 Closed Council Meeting

6.6 Section 90 (1) (c)

7. ADJOURNMENT

Res. No. 2024-5B-16

Moved/ Seconded

That the May 8, 2024 Regular Council to Closed Meeting be adjourned at 5:25 pm.

CARRIED

Certified correct by:

John Henderson, Mayor

Certified correct by:

Kerianne Poulsen, Corporate Officer



DISTRICT OF SECHELT

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

**May 8, 2024, 3:00 pm
Community Meeting Room
1st Floor, 5797 Cowrie St., Sechelt
and Via Zoom Online Meeting Platform**

PRESENT: Councillor D. Inkster (Chair), Mayor J. Henderson, Councillor B. Rowe, Councillor A. Shepherd, Councillor A. Toth

ABSENT: Councillor D. Bell, Councillor D. McLauchlan

STAFF: Chief Administrative Officer A. Yeates, Director of Planning and Development A. Allen, Director of Engineering and Operations K. Dhillon, Director of Financial Services and Information Technology D. Douglas, Director of Corporate and Community Services L. Roberts, Chief Building Official, J. Nyhus, Deputy Corporate Officer T. Forster, Administrative Assistant F. Bol (Recording Secretary)

1. LAND ACKNOWLEDGEMENT

The Chair acknowledged their gratitude for living on the traditional lands of the shíshálh Nation.

2. CALL TO ORDER AND DECLARATION OF CONFLICT

The Chair called the Committee of the Whole Meeting to order at 3:00 pm and asked for declarations of conflict. There were none.

3. ADOPTION OF AGENDA

Recommendation No. 1

Moved/ Seconded

That the May 8, 2024 Committee of the Whole Meeting Agenda be adopted.

CARRIED

4. DELEGATIONS & PROCLAMATIONS

4.1 Proposed Changes for Regulations on Relocated Homes - Cassidy vander Ros, Nickel Bros Canada

Resident Jesse Stretch spoke of the process involved to get his mother housing and the preference for a relocated home. Cassidy vander Ros, representative for Nickel Bros Canada, provided an overview indicating support for changes to the current Building Bylaw to reduce barriers for relocated homes, refundable demolition permit deposits, early green removal permits, a streamline of processes, and a reduction of Sechelt's carbon cycle.

5. BUSINESS ITEMS

5.1 Information Relating to Relocated Dwellings

The Chief Building Official provided an overview regarding information relating to relocated homes and noted that:

- The Bylaw has been unchanged since 2003.
- Used homes are required to be upgraded to current BC Building Code standards.

Staff suggested Part 16 of the Building Bylaw be revised to reflect the limitations of the Building Act and the objectives of this Council.

Recommendation No. 2

Moved/ Seconded

That the Information Relating to Relocated Dwellings report be received.

CARRIED

5.2 Notice of Motion - Councillor Toth - Relocated Homes

Councillor Toth noted that Sechelt is in middle of an affordable housing crisis, that much of the community was built on relocated homes, and although relocated homes should be an option, they need to be a neighbourhood fit.

Mayor Henderson noted that referring the proposed bylaw changes to the rest of community, such as the Sechelt Downtown Business Association, Chamber of Commerce, and community associations would provide an opportunity to hear different perspectives.

Recommendation No. 3

Moved/ Seconded

That staff bring forward amendments to Bylaw 409, 2003 to allow for relocated homes to be placed in the District of Sechelt and that amendments may include, but not limited to:

- Altering language in section 16 to more readily facilitate relocated dwellings in the District of Sechelt;
- Strike or update Section 16.3 to better consider the affect a 500 m range may have in representing home values adjacent to a subject property;
- Ensure that an engineering report regarding life safety improvements as well as hazardous material safety are required as part of an assessment prior to permits being issued for relocated homes; and

That the bylaw amendment be forwarded to the Community Associations for information prior to adoption.

CARRIED

5.3 2024 First Quarter Report

In response to questions from Council, staff spoke the following:

- Chapman Creek Environmental Flow Needs and water siphons.
- The shíshálh Nation reservoir project.

Recommendation No. 4

Moved/ Seconded

That the 2024 First Quarter Report be received.

CARRIED

6. ADJOURNMENT**Recommendation No. 5**

Moved/ Seconded

That the May 8, 2024 Committee of the Whole meeting be adjourned at 3:37 pm.

CARRIED

Certified correct by:

Darren Inkster, Chair

Certified correct by:

Kerianne Poulsen, Corporate Officer



May 15, 2024

Dear Mayors and Regional District Chairs:

The 2024 Union of British Columbia Municipalities (UBCM) Convention will be held in Vancouver from September 16-20, 2024. As we prepare for the upcoming convention, my caucus colleagues and I are looking forward to meeting and working with you to continue building strong, sustainable and vibrant communities throughout our province.

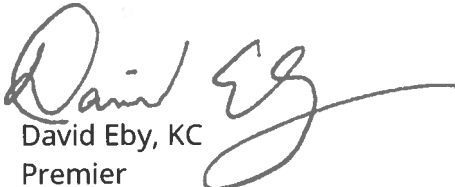
We all have a role to play in finding ways to ensure our communities thrive, and UBCM provides a wonderful opportunity to listen to one another, share ideas and find new approaches. With local, provincial, federal and First Nations governments working together, we can continue to build a better BC for all.

If you would like to request a meeting with me or one of my Cabinet colleagues, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is [REDACTED] and it is case sensitive. The deadline to submit your meeting requests is June 21, 2024. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

As well, further to invitations that were sent out by the Ministry of Municipal Affairs in April, I would like to remind you of two upcoming information sessions being held via Microsoft Teams on May 16 and 28, 2024. The content for each session will be identical, with ministry staff providing a technical overview of the meeting request process.

I look forward to once again being part of your convention, meeting with many of you and exploring ways that we can partner together to address the cost of living, public safety and other common issues.

Sincerely,



David Eby, KC
Premier

**Office of the
Premier**

Web Site:
www.gov.bc.ca

Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria



May 15, 2024

Ref: 274670

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you as the Minister of Municipal Affairs regarding the process for requesting a meeting with me, or with provincial staff, during the upcoming 2024 UBCM Convention in Vancouver from September 16–20, 2024.

You will receive a separate letter from the Premier, Honourable David Eby, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to meet with me, please complete the online request form at: [MUNI Minister's Meeting and](#) submit it to the Ministry of Municipal Affairs by **June 21, 2024**. This year's invitation code is [REDACTED] and is case sensitive. Meeting dates and times will be confirmed in late August. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible, in the online form, on the topics you wish to discuss. Providing information in advance gives me a better understanding of your delegation's interests and helps me prepare so our discussion can be more productive.

Ministry staff will email you shortly with the Provincial Appointment Book. This document lists all the ministry, agency, commission, and corporation staff available to meet with delegates at Convention and which topics, projects, or programs fall under their purview. Importantly, it will also provide details on how to submit an online staff meeting request. Ministry staff are also hosting identical information sessions on May 16 and May 28, 2024, via Microsoft Teams, providing a technical overview of the meeting request processes; invitations were sent in April.

This will be my second UBCM Convention as the minister responsible for local governments. I appreciated the opportunities to connect in person last year, and our conversations are always illuminating. I have also enjoyed meeting with many communities and regions since Convention, to hear more about your challenges and accomplishments. I look forward to continuing our collaborative work this summer and at Convention in September.

Sincerely,

Anne Kang
Minister of Municipal Affairs

pc: Honourable David Eby, Premier
Trish Mandewo, President, Union of BC Municipalities

Ministry of Municipal Affairs

Office of the Minister

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