



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

Wednesday, April 15, 2026, 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: 878 9431 6833 and Password: APR2026
Phone: 1-778-907-2071, with Meeting ID: 878 9431 6833 and Password: 0670221

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.	
2. CALL TO ORDER AND DECLARATION OF CONFLICT	
3. ADOPTION OF AGENDA	
4. DELEGATIONS & PROCLAMATIONS	
None.	
5. BUSINESS ITEMS	
5.1 Community Safety Audit Review	3
5.2 Sechelt's 40th Anniversary	16
5.3 2026 Election - Cost Sharing Agreement with School District No. 46	19
5.4 Sechelt Accessibility Working Group Terms of Reference	24
5.5 Policy Review for BC Housing Projects	32
6. BYLAWS	
None.	
7. MINUTES OF PREVIOUS MEETINGS	
7.1 Minutes of the April 1, 2026 Regular Council Meeting	39
8. BUSINESS ARISING FROM THE MINUTES	

9.	COUNCIL REPORTS	
9.1	Sunshine Coast Regional District Representatives	
9.2	Council	
10.	CORRESPONDENCE	
10.1	2026-03-27, Letter, Minister Lisa Beare, Re Child Care on the Sunshine Coast <i>For Receipt</i>	49
10.2	2026-04-05, Email, Diana Mumford, Re BC Ferries <i>For Consideration</i>	51
10.3	2026-04-08, Letter, Town of Gibsons, Invitation to Appoint Representative - BC Ferries Advisory Committee <i>For Consideration</i>	53
11.	RELEASE OF CLOSED MEETING ITEMS	
	None.	
12.	ADJOURNMENT	
	<i>Public Question and Answer Period.</i>	

FOR INFORMATION

TO: Council **MEETING DATE:** April 15, 2026
FROM: Lindsay Roberts, Director of Corporate and Community Services
SUBJECT: **Community Safety Audit Review**
FILE NO: 4710/0550

PURPOSE

This report is to provide Council with a summary of the Community Safety Audit Review for information.

DISCUSSION

Summary

The Chamber of Commerce sent the District of Sechelt a copy of a 'Community Safety Audit' which was completed by a third party bylaw officer. In response, on February 18, 2026, Council passed a motion requesting staff to complete a comparison review of the recommendations from the audit with the current District of Sechelt practices.

Staff has brought the Community Safety Audit to the District's Community Safety Technical Working Group (CSTWG) for review and also sought input from internal staff who are subject matter experts in these topics (e.g. Bylaw, Communications).

Sunshine Coast Community Services representatives on the CSTWG expressed appreciation for the Audit's focus on collaboration. However, while Vancouver Coastal Health (VCH) and the RCMP noted they were not formally presented with a copy of the Community Safety Audit, the VCH and RCMP representatives raised concerns regarding the impacts that the proposed actions the Audit would have in their various jurisdictions.

This review does not have any clear recommendations from the audit for the following reasons:

- The author of the audit did not speak to District of Sechelt staff before writing the audit.
- Many of the recommendations provided feedback on actions that are already in place.
- Staff has provided a review and has made other recommendations.

POLICY AND BYLAW IMPLICATIONS

None.

SUSTAINABILITY PLAN IMPLICATIONS

N/A

STRATEGIC PLAN IMPLICATIONS

- 3. Community Safety and Wellbeing
- 6. Fostering a Vibrant Downtown Core

FINANCIAL IMPLICATIONS

No financial implications.

COMMUNICATIONS

N/A

Respectfully submitted,

Lindsay Roberts

Director of Corporate and Community Services

Attachments:

- 1. Community Safety Audit Review

Sechelt Community Audit Review

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
BYLAW	Create new bylaws surrounding safety, public violations, and specifications around temporary shelters within Sechelt district.	DoS bylaws are not area specific. We do have a Property Maintenance Bylaw and have used it. We would enforce nuisance/unsightly property concerns against property owners.	The audit compares the DoS to the Bylaws of the City of Vancouver, that exist under a charter and not the LGA or community charter. Our bylaws are currently in line with similar sized cities and governance. We would not recommend a change in bylaw.
BYLAW	See attached Vancouver Board of Parks bylaws structured off legalities passed in Victoria, as well as the Memorandum of Understanding created after the court denied the injunction by the Park Board and sided with basic human rights of those living in the previous encampment at CRAB Park, Vancouver Highlighting the specifications around distances, locations, and time requirements.	Vancouver is not a good comparison as it exists under the Vancouver Charter and not the Local Government Act or the Community Charter.	
BYLAW	See attached bylaws from City of Vancouver Engineering Department, specifying the enforcement of the bylaws acting on behalf of management not requiring Peace Officer status.	Vancouver is not a good comparison as it exists under the Vancouver Charter and not the Local Government Act or the Community Charter.	

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
BYLAW	<p>Insert items around mischief</p> <p>Loitering</p> <p>commanding use of public space, damaging public areas etc.</p> <p>to add another enforcement body to support public safety outside RCMP</p>	<p>(Summary Conviction RCMP)</p> <p>(Charter Rights matter),</p> <p>RCMP</p> <p>Unspecific. Who? What legal authority to enforce what?</p>	<p>Bylaw officers have little jurisdiction when it comes to legal authority for enforcement beyond fines. This falls with the RCMP and we do not recommend changes to our bylaw.</p>
BYLAW	<p>Create bylaw hours within the collective agreement of union, but to provide full coverage to the requirement of mobilizing the temporary structures, locking up facilities (public washrooms) and time restrictions (i.e.. Staff on shift at 0700hrs to ensure temporary shelters are compliant at 0800hrs).</p>	<p>Where are these temporary shelters? Who is the operator? This is a security issue outside of the scope of work for a BEO.</p>	
BYLAW	<p>Liaise with the Sechelt Fire Department using their two sets of regulations to create bylaws about fire safety and fire hazards with immediate removals on site and prohibited sale and use of particular items (i.e.. Butane lighters, unregulated lighters, locking flame lighters).</p>	<p>RCMP/bylaw and public works inspect tents for dangerous items on their weekly clean up. Fire is actively involved.</p>	
BYLAW	<p>Decide disciplinary action for being in violation of the above on a specific basis for how to best create impact:</p>		

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
BYLAW	Enact fines for businesses/individuals selling the prohibited items (City of Vancouver starts at \$1,000)	There is a means of Bylaw Notice collection in place already.	
BYLAW	Ensure enforcement on fines exists (collection agency, mandatory on renewal of license, mortgage etc.)	<p>We have the ability to send unpaid bylaw tickets to collections and Council can direct remedial action on an unsightly property, for example. These are tools that our bylaws and procedures enable us to use.</p> <p>There is no provision for a municipality to intercede on mortgage renewal. Perhaps the City of Vancouver can provide an example? As far as staff is aware, there is no legal authority for a municipal government to interfere with private financial matters.</p>	
BYLAW	Enact impound and removal policies for the bylaw infractions created (fire hazard removal, hazardous material removal, structures mobilized outside the allotted time given, items deemed outside the essentials required to live in the elements)	<p>There is a weekly cleanup of the homeless encampment.</p> <p>Vehicles are towed/impounded. We have towed many vehicles and have sent some to the auto wrecker. We have a limited budget for this and choose opportunities wisely. For example, it would cost over \$6,000 to dispose of an RV.</p>	

Recommendation Suggestion Header

Current Practice

Proposed Recommendation

**all within CVSE standards for District/Fire vehicles, and within collective agreement for hazards/blood borne pathogens, bodily fluids.

Must contract outside for this work if not within scope of current departments.

BYLAW

Creative positive enforcement alternatives to aid in voluntary compliance:

A strong storage process for those who have excess items of importance, will be leaving for a length of time and need reassurance (medical issue, incarceration, etc.) ** see attachment previous SOP (standard operating procedure) for Park Ranger impound, storage, disposal etc.

What is the right of a person to own property? Charter Right violation?

BYLAW

Food stamps / meal tickets

Supportive relationships with bylaw officers assisting with needs/information/outreach/essentials

We support our community partners in this, such as Community Services, and Rain City. Providing fire safety training for unhoused residents, meeting weekly with residents etc.

BYLAW

Add more bylaw staff to support new workload, new shifts, a large presence for community, and to

Bylaw Enforcement Officers do not provide security services.

If this is of interest to Council, we could look at a memorandum of

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
	replace current private security individuals (saving costs)		understanding in the collective agreement and try to recruit staff to complete the work that the current security detail offers. However, this is not a staff recommendation as the data and therefore need, does not support this change.
BYLAW	<p>Education around local support services (days/times/locations) is paramount</p> <p>Training in personal safety around needles, blood borne pathogens, and PPE</p> <p>Trauma informed and cultural safety education – First Nations specific</p>	Exists now.	
COMMUNICATION	<p>Create and disperse a memo in a frequency of your choosing discussing the progressions/on-goings to the community so it is a factual source to be depended on (currently social media is swirling in uneducated and incorrect information adding to the fear) **new BC Housing sites</p> <p>Empower all businesses and local residents with reporting processes knowledge</p>	The Community Safety Technical Working Group meetings monthly and provides updates to the District of Sechelt website, promotes this on social media, and provides the minutes with action items to all parties involved in the TWG.	No recommendation at this time. However, the new Community Services Coordinator will have the task of public education.

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
	<p>When to report to bylaw vs. when to report to non-emergency vs. when to report to 911</p> <p>How to report to non-emergency and their hours/number more commonly posted</p> <p>Who to call outside of those hours but still requires a more immediate response</p> <p>iv. The bylaws themselves (current and future) as well as basic laws (e.g. public narcotic use)</p> <p>Familiarize with the recent court case around Overdose Prevention Sites</p> <p>Minimum Requirements for how to hold good neighbours accountable</p>		
COMMUNICATION COMMUNICATION	<p>Modernize bylaw reporting document</p> <p>No identity required</p>	<p>There is an online form.</p> <p>This is neither modern nor accepted standard. The BC Ombudsperson has prepared a report about fair and transparent bylaw infraction</p>	
COMMUNICATION	<p>Make drop down selections for consolidated answers and user ease</p>		
COMMUNICATION	<p>Add area to attach photo</p>	<p>SharePoint permits this.</p>	
COMMUNICATION	<p>Make it mobile user accessible (app, link, QR code, etc.)</p>		
COMMUNICATION	<p>Add a non-public facing phone line for internal urgent requests</p>	<p>Every bylaw complaint is handled appropriately. Urgency is determined by the Bylaw Enforcement Officer.</p>	

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
	Add a non-public facing phone line for internal urgent requests	We are a public organization, adding a non-public phone number is not a priority. That said, Bylaw officers connect with VCH, RCMP and Sechelt Fire regularly	
	Add some form of receipt to complainant that request has been received, seen, resolved, unfound, etc.	The complainant receives a confirmation of receipt. We do not automatically update the complainant with a result, they can inquire.	
COMMUNICATION	Pressure RCMP for 24-hour non-emergency line	This is a 24-hour line.	
COMMUNICATION	Encourage RCMP to provide community updates	RCMP operational decision; updates shared where appropriate. RCMP does provide a policing update that DoS staff attend and promote on the DoS website as well as add to Council agendas.	
COMMUNICATION	<p>Create biweekly meetings with representatives from all sources (RainCity Shelter/Supportive Housing, Sechelt Fire, RCMP [adding the Sechelt Nation liaison], **future point person, member of Sechelt Nation, representative from Vancouver Coastal Health etc. to all continue working together for the same outcome)</p> <p>Create relationship with the stated outreach team from VCH as where to better support the needs, and increase their involvement in the day to day of those temporarily experiencing homelessness;</p>	There are weekly meetings regarding the encampment cleanup. In addition, the TWG has a representative from each of these areas or has asked that there be one from each recommended area.	

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
	Connecting individuals to a nurse	VCH or the BC housing agent. Bylaw works with community partners to ensure Sechelt residents are connecting to the appropriate parties.	
	Ensuring harm reduction supplies and accountability	VCH takes care of this. This audit was not formally presented to VCH; however, at the TWG the VCH representative was curious about why the District would be involved in this line of work. We work closely with VCH and value their expertise and resources.	
	Can work towards diagnosis/support mental health challenges/concurrent disorders		
	Contract a mobile prescription company if outreach cannot support to give aid to those temporarily experiencing homelessness (can also support if there has been court ordered medication)	VCH	
COMMUNITY	Restore relationship with Sechelt First Nation, to have the strongest collaborative approach and to manage the changes together; create a working relationship with the Manager of Community Wellness – they are currently doing all the work needed alone (creation of 20-bed land based treatment center opening shortly, 3 times a week outreach worker visiting the temporary structures, food based programs, health and cultural initiatives, support for families).	Manager of Community Wellness currently carrying majority of workload for the shíshálh Nation. We are supportive partners and are always looking on ways to increase collaboration.	Recommend that staff continue to reach out to the Shishalh nation for collaboration and support opportunities.
COMMUNITY	Begin selecting sites for a community mural project – invite all community to take part in the process (grants are available) starting with a First Nations mural with ceremony	Ongoing. This is in the workplan of the Arts and Culture Coordinator. Last year included the mural of friendship park. This year, we are looking the wall at Cowrie/Periwinkle.	At the will of Council, staff could ask for further funding for mural projects.

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
COMMUNITY	Reverse the us vs. them mentality – invitations to community events, a humanistic approach for all, restoring good neighbours to the adjacent residents.	Staff have been involved in a number of collaborative projects with the shíshálh nation and deeply value and respect the connection we have made over shared neighbourhood spaces, participating in ceremony. We are grateful that our artist roster for 2026 includes the talent of Shishalh nation artists.	
COMMUNITY	Using a CPTED model to support all businesses and residences in the area to make the changes to best support themselves – including the district supporting the cleaning and removal of feces, graffiti, broken fences, garbage etc. more promptly	The Property Maintenance Bylaw has these provisions already. These are regularly enforced when necessary.	If there is a specific idea, staff is happy to add this to our work plan. Bylaw, public works and parks staff work hard to ensure this is a priority. We are lucky to have skilled workers for professional graffiti removal on staff.
	Contract private company/Sechelt Fire Inspector to support creating emergency plans for businesses and local residents in the downtown core and practice them;	We have this for our buildings as well as for events.	
	Evacuation – fire, active shooter/violence, earthquake	This is already in place.	
	ii. Shelter in Place – active shooter/violence, earthquake, robbery		
	Create forms of Restorative Justice to replace the revolving door of the justice system	RCMP and restorative justice.	

Recommendation Header	Suggestion	Current Practice	Proposed Recommendation
	*see website link for Restorative Neighbourhood at Hastings Sunrise by Dr. Evelyn Zellner	This has been provided to RCMP for review.	
	Identify and resolve the current gaps creating more criminality/desperation:		
	ID Bank on file at an accessible business (ServiceBC currently for Sechelt but more hours		
	Process and issues around cashing cheques without ID/around the bank after cashing the cheque		
	Access to a shower program, public washrooms	We have not seen a need for this. We do provide an outdoor shower at Friendship Park and will certainly continue to review needs.	
	Food programs daily, same time/place etc.		
	Rapid drug testing, safe use area/room		
	Community relationships (arrowhead center and?)	VCH	
	Employment services specific to those with concurrent disorders/homelessness	Grateful for our active community relationships	
	**see link for Ember in Vancouver as example		
	Hospital mental health department?	Community services has incredible programs that are offered to Sechelt residents. Community Services also sits on the TWG and has reviewed this document.	
POINT PERSON	Fast track a posting/hiring of one person to implement all of the above, aid in solving the individual and unique needs of the people temporarily experiencing homelessness on a case by case basis, and to be the single report for this	This is in process. Interviews begin this week.	

**Recommendation Suggestion
Header**

Current Practice

**Proposed
Recommendation**

multifaced project. This will only work with everyone together, and a person to manage it.

REQUEST FOR DECISION

TO: Council **MEETING DATE:** April 15, 2026
FROM: Lindsay Vickers, Manager of Communications
SUBJECT: Sechelt's 40th Anniversary Celebration Plan
FILE NO: 0330

RECOMMENDATION:

That Council endorse the “District of Sechelt’s 40th Anniversary Celebration Plan” and that a budget of \$12,000 for planned events be approved to be funded from the Communications operational budget.

PURPOSE

This report is presented to Council to provide information regarding the plans to celebrate Sechelt's 40th year as a District.

OPTION

1. Provide other direction to staff.

DISCUSSION

Summary

2026 marks the 40th anniversary of the founding of the District of Sechelt. Prior to that, the Village of Sechelt had been in place. Coincidentally, June 30th, 2026 not only marks the 40th anniversary for the District, but also the 70th anniversary of the Village of Sechelt.

Background

At their Committee of the Whole meeting on March 25, 2026, Council brought forward a notice of motion for staff to outline plans for the 40th anniversary which would include:

- Anchoring a celebration on or near to June 30th;
- Invite formal participation from local community groups;
- Acknowledgement, with support of shíshálh Chief and Council that 2026 also marks 40 years of self-governance for shíshálh Nation;

- Budget for the events planned;
- Recognize distinguished individuals, organizations and businesses that have helped to shape the District over the past 40 years.

Plans

Staff have developed a plan to celebrate the District's 40 years with multiple events that will span throughout 2026. As June 30th is during the community's lead up to Canada Day and during syíyaya Days, staff propose spreading the recognition events throughout the year. Of note, a 30-year time capsule is planned that will take most of the year to fill and display before it is sealed at the end of the year.

Below is a timeline of planned events.

Now

- Photos of items in the archives to share historic moments. These will be displayed on the District's Your Say site as well as through social media posts in the theme of "Throw Back Thursday". This will take place throughout 2026.
- Time Capsule: staff is in contact with schools to create an item for the time capsule.
- Invite shíshálh Nation to contribute to the time capsule.

May

- Put a call out to the community to submit ideas on what should be included in the time capsule.
- Post an interactive "All about Sechelt" online quiz through the District's Your Say site. Participants will have the option to enter into one of three draws for small community-based prizes. The quiz will stay open until the end of summer.

Canada Day

- A community booth/table on display. The public will be asked two questions which will require one word answers for each.
 1. What do you like about Sechelt now?
 2. What do you hope for Sechelt in 2056?

The words will then be taken and made into a word cloud graphic. Words most used will be displayed in larger font. The graphics will be printed and shared with the community through means of post cards as well as posters.

- The public will also have the opportunity to vote for which movie they would like to see at a special outdoor movie event at the end of the summer. Movie choices are blockbuster hits from 1986.
- Special mention of this anniversary during Council's opening remarks at Hackett Stage.

End of August

- Outdoor movie in Hackett Park. The feature movie will be that as voted on at the Canada Day event.

- Prior to the movie, a two-minute slide show will feature Sechelt from 1986-2026. This will then be shared on the District's Your Say page and social media for people to view at any time.

Winter 2026

- Community-wide event at Rockwood Lodge where the time capsule will be sealed and put to rest for 30 years. Staff will reach out directly to dignitaries who helped shape Sechelt. The event will also include a celebration cake and refreshments.

Staff is currently looking into the feasibility and costs of the following art-focused recongnitions:

- A BC Hydro box wrap celebrating the 40th anniversary.
- Art for the reverse side of the outfall sign that stands along the waterfront at the end of Inlet Road.

Memorabilia

Staff will have Sechelt 40th pins to be handed out at various events throughout the year. Staff is looking into the cost of having a limited number of soccer scarves made.

STRATEGIC PLAN IMPLICATIONS

Fostering a Vibrant Downtown Core

FINANCIAL IMPLICATIONS

While many of the activities and events incur little to no cost, it is anticipated that the outdoor movie, memorabilia the optional art projects, grant-dependent, will need a budget.

It is estimated that a budget of \$12,000 would be sufficient. Funding will come from the Communication Department's operational budget.

COMMUNICATIONS

Event plans will be displayed as well as activities on a project page of the District's Your Say website. This will be echoed via social media, Sechelt.ca and where applicable, the local newspaper. Community posters will also be used.

Respectfully submitted,

Lindsay Vickers, MAPC

Manager of Communications



REQUEST FOR DECISION

TO: Council **MEETING DATE:** April 15, 2026
FROM: Kerianne Poulsen, Corporate Officer
SUBJECT: 2026 Election – Cost Sharing Agreement with School District No. 46
FILE NO: 4200/2240

RECOMMENDATION

That staff be authorized to execute the Election Cost Sharing Agreement between the District of Sechelt and School District No. 46 Board of Education as presented.

PURPOSE

To execute an updated 2026 Election Cost Sharing Agreement with School District No. 46 Board of Education to compensate the District for administering the School Trustee elections in the general local election process.

OPTIONS

1. Provide other direction to staff.

DISCUSSION

Summary

The School Act requires that municipalities conduct school trustee elections within their jurisdiction during the general elections. The School Act also enables local governments to recover additional costs they incur for conducting the trustee elections. To that end the District of Sechelt and School District No. 46 Board of Education have been parties to an Election Cost Sharing Agreement over the past number of local elections.

Background

The agreement (copy attached) which has been reviewed and is supported by the School District establishes that the District of Sechelt will be reimbursed 25% of total election costs for conducting the School District's election. It also reflects that the School District will provide

school facilities such as voting locations at no cost, pay for all statutory advertising costs (they do their own advertising) and will be responsible for legal or unforeseen additional costs.

The School District's electoral boundaries were changed in 2018 which resulted in Sechelt gaining a third School Trustee position.

POLICY AND BYLAW IMPLICATIONS

A Council resolution is required to authorize the execution of the agreement.

SUSTAINABILITY PLAN IMPLICATIONS

None.

STRATEGIC PLAN IMPLICATIONS

3. Ensuring Financial Balance

FINANCIAL IMPLICATIONS

The Cost Sharing Agreement ensures that the District is reimbursed by School District No. 46 for a portion of the 2026 general election costs.

COMMUNICATIONS

Staff will communicate the final 2026 election costs to School District No. 46 and invoice them under the terms of the agreement.

Respectfully submitted,

Kerianne Poulsen

Corporate Officer

Attachments:

1. Proposed 2026 Cost Sharing Agreement with School District No. 46

ELECTION COST SHARING AGREEMENT

District of Sechelt School Trustee Election

Dated for reference this _____ day of _____, 2026.

BETWEEN:

District of Sechelt

2nd Floor 5795 Cowrie Street, Sechelt, British Columbia
(hereinafter called the "District")

OF THE FIRST PART

AND

Board of Education of School District No. 46 (Sunshine Coast)

494 South Fletcher Road, Gibsons, British Columbia
(hereinafter called the "Board")

OF THE SECOND PART

WHEREAS in accordance with Section 37(1) of the School Act (British Columbia) and Section 57(2) of the Local Government Act (British Columbia), the District and the Board wish to enter into this Agreement to set forth their respective responsibilities and liabilities in connection with the cost recovery relating to the conduct of trustee elections in the Central Electoral Area by the District for the Board (the "Board Elections")

NOW THEREFORE in consideration of the mutual covenants and agreements in this Agreement and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the District and the Board), the District and the Board shall each covenant and agree with the other as follows:

1. The District will carry out the Board Elections where the Board Elections will occur in conjunction with the District Elections for the Central Trustee Electoral Area.
2. The Board agrees to:
 - (a) appoint a representative to liaise with the District's Chief Election Officer and Deputy Chief Election Officer to oversee the School Board election;
 - (b) prepare and distribute school trustee nomination packages;
 - (c) receive school trustee nomination documents; and
 - (d) be responsible for statutory advertising related to the Board Elections.
3. The District agrees to ensure that:
 - (a) a sufficient number of ballots are prepared for the Board Elections by voting;
 - (b) each voting place is supplied with sufficient number of ballots, ballot boxes and voting books, and has an area that may be used as a voting compartment;

- (c) suitable elections officials are recruited, trained and supervised;
 - (d) best efforts are made to be accessible during the election process;
 - (e) best efforts are made to provide updates about counts and election results to the Board as soon as possible;
 - (f) do all other things necessary for the conduct of the Board Election; and
 - (g) will destroy materials used jointly by the District and the Board in accordance with Section 160 of the Local Government Act;
4. The Board agrees that the District of Sechelt Elections and Other Voting Bylaw in force at any time will govern the conduct of the Board Election for the Central Electoral Area, except for bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tied votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a School/Board trustee election.
5. Where there is both a Local Government Election and a School Trustee Election, the Board agrees to pay the District one fourth (25%) of the additional direct costs incurred by the District to conduct the Board Election. For the purposes of this Section, these direct costs include the following:
- (a) polling station rental costs;
 - (b) the costs of polling station staff, which includes training costs;
 - (c) the costs of polling station materials;
 - (d) the automated voting machine rental costs;
 - (e) the cost of composite ballots; and
 - (f) the cost of postage and supplies to administer voting by mail ballot.
6. The District and the Board acknowledge and agree that if an application is made to challenge the validity of a Board Election or the right of an elected Trustee to take office on the Board, the Board will be solely responsible for the cost of any such proceeding unless the District and the Board agree otherwise.
7. The Board agrees to reimburse the District for all legal costs which can be specifically attributed solely to the Board election.
8. For greater certainty, the Board will not be responsible for the reimbursement of any salaries, wages or other similar amounts payable to any District elections officers (including, but not limited to, the chief election officer or deputy election officers), staff, employees or contractors whatsoever, except as outlined in Section 5.
9. Where a District Election results in an election by acclamation but there is a Board Election in the District of Sechelt, the Board will reimburse the District for one hundred percent of the costs outlined in Section 5 above. If a Board Election results in an election by acclamation in the District of Sechelt, the Board will not be responsible for any costs, except as outlined in Sections 6 and 7 in this agreement.

10. The Board agrees to provide school facilities required for these elections at no cost to the District, including all custodial costs.
11. The District shall supply the Board with a breakdown of the costs for the items covered by this agreement by February 1 of the year immediately following the year of the District of Sechelt School Trustee elections and the Board shall reimburse the District for these costs by March 31st of that year.
12. Dispute Resolution
 - (a) Any dispute arising between the District and the Board in connection with the interpretation or application of this Agreement will be referred to the District's Chief Administrative Officer and the Board's Secretary Treasurer for resolution. If the District's Chief Administrative Officer and the Board's Secretary Treasurer are unable to resolve the dispute, either may serve notice on the other to refer the matter to mediation.
 - (b) If, after mediation, either the District or the Board serves notice on the other party, the determination of the unresolved dispute or controversy will be referred to a single arbitrator to be agreed upon by the District and the Board and, failing agreement, to an arbitrator appointed by a Judge of the Supreme Court of British Columbia. The determination by the arbitrator will be final and binding upon the District and the Board and their respective successors and permitted assigns. The fees and expenses of the arbitrator will be borne equally by the District and the Board. The provisions of this Section 12.(b) will be deemed to be a submission to arbitration within the provisions of the Arbitration Act (British Columbia) and any statutory modifications or re-enactment thereof. The arbitration will be held in the City of Vancouver, British Columbia, unless otherwise agreed to in writing by the District and the Board.

IN WITNESS WHEREOF the parties hereto have affixed their corporate seals in the presence of their officers duly authorized in that behalf, on the day and year noted above.

DISTRICT OF SEHEL T

Corporate Officer

SCHOOL DISTRICT NO. 46 (Sunshine Coast)

Secretary-Treasurer



REQUEST FOR DECISION

TO: Council **MEETING DATE:** April 15, 2026
FROM: Kerianne Poulsen, Corporate Officer
SUBJECT: Sechelt Accessibility Working Group Terms of Reference
FILE NO: 0360

RECOMMENDATION:

That the Sechelt Accessibility Working Group Terms of Reference be endorsed.

PURPOSE

To consider endorsing terms of reference for a local working group made up of staff and community members to provide recommendations on accessibility for District of Sechelt services, infrastructure and facilities.

OPTION

1. Provide direction to staff to make changes to the proposed terms of reference for the Sechelt Accessibility Working Group.

DISCUSSION

Summary

In November 2025 Council directed staff to re-establish a local accessibility advisory committee for the District of Sechelt. This would be separate from the Regional Accessibility Committee and would be focused on identifying and mitigating accessibility barriers in Sechelt rather than the whole Sunshine Coast.

Staff recommend that instead of a formal advisory committee that provides recommendations for Council's consideration, this group take the form of a technical working group to provide insight directly to staff on current projects and initiatives. The group would also be asked to assist staff with identifying and prioritizing new projects for Sechelt.

Background

The Accessible British Columbia Act requires that all public organizations create an Accessibility Plan to identify, remove and prevent barriers to individuals in or interacting with the organization. On the Sunshine Coast, the Town of Gibsons, Sunshine Coast Regional District (SCRD) and District of Sechelt formed the Regional Accessibility Advisory Committee in 2023. A Regional Accessibility Plan was developed by the Regional Committee and has been adopted by all three local governments. The Regional Accessibility Plan is now available on the SCRCD's Let's Talk page to seek community feedback. The feedback will be reviewed by the Regional Committee annually, along with progress on the barriers that were identified in the Regional Accessibility Plan. A formal review of the Regional Accessibility Plan will take place in 2028.

In 2025 District staff conducted accessibility audits of Hackett Park, Rockwood Lodge, Seaside Centre, Friendship Park and the Davis Bay walkway with accessibility consultant, Spectrum Ability. The audit identified many barriers that can be removed or improved to provide better access.

Many of the barriers noted on the accessibility audit and through the Regional Accessibility Plan are already underway on District of Sechelt department workplans, including:

- Washroom improvements at Friendship Park, Hackett Park and Davis Bay.
- Signage and door openers at Seaside Centre.
- Accessible pathways and parking for Rockwood Lodge, Hackett Park and Seaside Centre.
- Potential projects for 2027:
 - Wheelchair accessible beach access for Mission Point Park (mobility mat).
 - Seaside Centre lift (small elevator).



Image: Example of mobility mat.

Staff are looking for advice and recommendations from community members who have lived experience as people who have experienced accessibility barriers, or experience supporting people who have experienced barriers on projects that are currently underway, as well as assistance with future planning. The insight from people with different levels of ability, all age groups and different life experiences would be invaluable as staff plan out and implement accessibility improvements in the community. Professional audits are essential to help quantify and prioritize improvements that are needed; however they do not replace the observations and experiences of people who live in our community every day.

POLICY AND BYLAW IMPLICATIONS

None.

SUSTAINABILITY PLAN IMPLICATIONS

The Integrated Community Sustainability Plan includes goals and actions to create a more inclusive, accessible community for all ages and abilities. The relevant goals related to the creation of an accessibility plan are:

1. Social Sustainability and Community Well Being
6. Sustainable Community Growth and Development

STRATEGIC PLAN IMPLICATIONS

The issues and opportunities the Committee has identified to date apply to the following areas of Council's Strategic Plan:

1. Effective Growth
3. Community Safety and Wellbeing
6. Fostering a Vibrant Downtown Core

FINANCIAL IMPLICATIONS

The following projects already included in the District of Sechelt 2026 budget:

- Washroom improvements at Friendship Park, Hackett Park and Davis Bay.
- Signage and door openers at Seaside Centre.
- Accessible pathways and parking for Rockwood Lodge, Hackett Park and Seaside Centre.

As the District prepares workplans and budget recommendations for 2027, the Accessibility Working Group would be instrumental in providing recommendations on priorities, new project ideas, as well as how to effectively engage with community members on accessibility issues.

COMMUNICATIONS

If the terms of reference are endorsed by Council, a call for volunteers will be placed in the Coast Reporter and shared online through the District's website and social media platforms.

Respectfully submitted,

Kerianne Poulsen

Corporate Officer

Attachment:

1. DRAFT 2026 Sechelt Accessibility Working Group Terms of Reference



DISTRICT OF SEHELTT

ACCESSIBILITY WORKING GROUP

TERMS OF REFERENCE

1. MANDATE

In alignment with the *Accessible British Columbia Act* and the Sunshine Coast Regional Accessibility Plan, the District of Sechelt Accessibility Working Group members shall work together to provide the District of Sechelt staff and Council with the following:

- a. Identify barriers to employment, delivery of services, the built environment, information and communications, transportation, health, education and procurement, and advise how to remove and prevent these barriers.
- b. Provide recommendations on a prioritized list of solutions to create improved access to District of Sechelt buildings and parks.
- c. Propose ways to increase access, inclusion, involvement and participation of people living with mobility and other functional challenges in community life.
- d. Participate in community events and referrals from the District of Sechelt wherever possible.
- e. Promote actions taken on the District of Sechelt website and social media.
- f. Identify opportunities to educate staff and the community about accessibility.
- g. Explore grant opportunities available for accessibility initiatives that advance this mandate.
- h. Provide recommendations to District for an annual accessibility report including updates on barriers identified, projects, statistics and any relevant recommendation(s).

The mandate of the Sechelt Accessibility Working Group, “the Working Group”, shall advance the vision and goals of the Regional Accessibility Plan by providing advice and recommendations to District of Sechelt staff, who may bring forward recommendations to Council by way of a staff report. Staff may also implement the advice and recommendations of the Working Group in their operational process or incorporate them into capital project work directly.



TYPE OF COMMITTEE

The Working Group is established as an advisory body to inform staff on accessibility matters in the District of Sechelt. This is not a standing committee or select committee as defined by the Community Charter. Meetings are intended to include Working Group members only, although members of Council, community members or others may be invited to attend.

TERM OF WORKING GROUP

The Working Group shall be ongoing unless dissolved or otherwise redefined by Council.

MEMBERSHIP

1. In accordance Section 9(2) of the *Accessibility British Columbia Act*, the goal for the Working Group is to include members who reflects the diversity of persons in British Columbia and are selected in accordance with the following:
 - (a) At least half of the members are
 - i. persons with disabilities, or
 - ii. individuals who support, or are from organizations that support, persons with disabilities.
 - (b) It is preferred that at least one of the members is an Indigenous person.
2. The Working Group shall consist of no fewer than 5 and no more than 7 voting members who have an interest and/or expertise regarding accessibility and inclusion matters.
3. In addition, there shall be one non-voting member from the District of Sechelt staff on the Working Group, whose role is to act as Coordinator for the Working Group. The Coordinator will assist the Working Group by arranging meetings, preparing agendas and minutes and arranging appropriate venues for all meetings.

TERM OF APPOINTMENT OF MEMBERS

1. The term of appointment for Working Group members will be two years. Council will appoint or reappoint members to the Working Group.
2. A non-voting Council Liaison may be appointed by Council.



CHAIR

1. The staff Coordinator shall Chair Working Group meetings.

ACTIVITIES TO BE UNDERTAKEN BY THE COMMITTEE

1. All Working Group members are required to review and be familiar with:
 - The *Accessible British Columbia Act*.
 - The Sunshine Coast Regional Accessibility Advisory Working Group Terms of Reference.
 - The District of Sechelt Accessibility Working Group Terms of Reference.
 - The Regional Accessibility Plan.
2. Focusing on the District of Sechelt:
 - a) Identify issues related to accessibility in the community.
 - b) Explore improvements to identified issues.
 - c) Consider community input and/or seek community groups involvement in addressing accessibility issues.

MEETINGS

1. Meetings will be scheduled by staff as needed to seek recommendations from the Working Group for specific District projects.
2. At least one meeting each year will seek recommendations from the Working Group on budget priorities and new projects for Council's consideration.
3. Meeting quorum shall consist of one plus 50% of the voting members of the Working Group.
4. Recommendations shall be made by majority vote of the voting members present at the meeting.
5. In the case of a tie vote, the recommendation shall be defeated.
6. Meeting notes will be recorded and provided to Working Group members.

RECOMMENDATIONS AND REPORTING TO COUNCIL

The recommendations of the Accessibility Working Group will be forwarded to Council in writing through a staff report.

An annual report to Council providing updates to Council and the Sunshine Coast Regional Accessibility Advisory Committee on the District of Sechelt Accessibility Working Group's work highlighting ways that barriers to access, inclusion,



involvement and participation are being/have been addressed, projects undertaken/completed during the year, and providing local statistics with any relevant recommendations.

Adopted: DATE

Resolution No. XXXX-XXX-XX

DRAFT

FOR INFORMATION

TO: Council **MEETING DATE:** April 15, 2026
FROM: Andrew Allen, Director of Planning and Development
SUBJECT: Interpretation of Official Community Plan and Zoning Bylaw policies relevant to Supportive Housing and Complex Care Housing projects proposed by BC Housing
FILE NO: 3900

RECOMMENDATION:

That Council receive the report titled “Interpretation of OCP and Zoning Bylaw policies relevant to the Supportive Housing and Complex Care Housing projects proposed by BC Housing” for information.

PURPOSE

This report is presented to Council for information to:

1. Provide a factual summary following review of the submission from the Sechelt Village Community Association in January 2026; and
2. Interpret applicable District of Sechelt Official Community Plan (OCP) and Zoning policies relevant to two BC Housing-owned properties.

OPTION

1. Provide other direction to staff.

DISCUSSION

Background

In October 2024, BC Housing purchased two properties within the Sechelt Village neighbourhood for two proposed housing projects:

- **5680 Ebbtide Street** – proposed 20-unit complex care housing; and
- **Lot 1, Hightide Avenue** – proposed 40-unit supportive housing.

In January 2026, the Sechelt Village Community Association (SVCA) submitted correspondence to Council expressing concern that the proposed projects may not align with the current OCP land use designations or zoning regulations. The SVCA letter concludes that OCP and zoning amendments would be required for both properties.

BC Housing announced in February 2026 that due to fiscal constraints, the proposed complex care housing project would not go ahead, and the supportive housing project was on hold and would proceed in the future.

Regardless of the recent announcement, Council has resolved that staff review the SVCA submission and accordingly have prepared a response to the interpretation of policy issues raised in the letter.

Key points to note include:

- No development applications of any kind, including OCP or rezoning applications, or development permit applications, have been submitted to the District for either property.
- Planning staff have not discussed specific zoning and development requirements for these properties with BC Housing.
- While initial discussions with the housing development team occurred in 2025 after purchase of the properties, there have been no design drawings or site plans submitted or shared with the District at this point.

Description of the Proposed Uses

Complex Care Housing – 5680 Ebbtide Street

- 20 deeply affordable studio units.
- Each unit includes a kitchenette and private bathroom.
- On-site health and social supports, including clinical and non-clinical care.
- Shared amenities including a central kitchen, communal dining, and common spaces.

Supportive Housing – Lot 1, Hightide Avenue

- 40 deeply affordable studio units.
- Each unit includes a kitchenette and private bathroom.
- Support services provided to residents.
- Shared amenities including a central kitchen, communal dining, and common spaces.

BC Housing has described both proposals as residential housing (with supports) rather than institutional facilities.

Again, while noting that the Complex Care facility has been cancelled, this report refers to both proposals for clarity.

Official Community Plan (OCP) Framework

Land-Use Designation

Both properties are designated Multiple Family / Mixed Residential in the OCP.

This designation supports:

- apartments;
- townhouses; and
- other multi-unit residential forms.

The OCP does not provide a precise definition that distinguishes residential uses with support from institutional uses. There are policies relating to the continuum of care across the District of Sechelt.

Continuum of Care Policies

The OCP includes policies that support a continuum of care and housing options, including:

- independent living;
- assisted living;
- community care facilities; and
- complex care facilities.

Relevant OCP policies indicate:

- independent living and community care facilities may be accommodated in areas that allow multi-unit residential development;
- institutional facilities, such as complex care, may be accommodated in areas that allow high-density residential, commercial, or institutional uses; and
- zoning regulations are intended to address density, parking and operational differences associated with care facilities.

The OCP provides policy support for a range of housing and care models however the detailed implementation and classification of uses is meant to be described in the Zoning Bylaw. Therefore, the OCP would not require amendment to consider approval of the two housing projects.

Zoning Framework

Current Zoning

Both properties are zoned RM1 – Residential Multiple One Zone, which permits:

- apartments;
- townhouses; and
- duplexes.

The RM1 Zone does not explicitly permit the following as specific uses:

- supportive housing; or
- licensed complex care facilities

Community Care Provisions

The Zoning Bylaw allows limited forms of licensed community care and assisted living within residential zones, generally at a small scale (e.g., group homes within a dwelling).

There may be an understanding that if a property is zoned for residential or multi-unit residential that it cannot include staffing and programming. Planning staff do not agree with this interpretation.

Presently, there are a variety of health services provided within single family dwellings. The new Community Services building will contain programmed services for residents. Also, at the 2025 UBCM Convention, Vancouver Coastal Health (VCH) announced the plan to develop small, specialized 10-12 bedroom "household" care homes to provide intimate, private residential care for seniors. This has been announced in the media and press releases in recent weeks.

In addition, Vancouver Coastal Health (VCH) announced in March 2026 that it will begin opening a new kind of long-term care setting designed to feel less like an institution and more like a neighbourhood home, as the region prepares for a booming number of seniors.

The new typology, called "Small Care Homes," will be licensed long-term care homes set up in existing single-family detached houses that are renovated to be fully accessible. Each house will usually have up to 10 residents, with private bedrooms and shared spaces such as a kitchen, living room, laundry, and outdoor areas. The first three houses under this new typology are expected to open in both urban and rural communities in Spring 2026.

The model of health care and residential uses merging is a developing trend and appears to be a part of the provincial health care model. Zoning is a piece of regulation that can be amended if needed to support the provision of health care in our community, whether mental or physical health services.

Link re: VCH Article on Small Care Homes: <https://www.vch.ca/en/service/small-care-homes#overview>

Key Areas of Interpretation

Residential vs. Institutional Use

- The submission from SVCA characterizes the proposed developments as institutional uses based on the presence of on-site services, staffing, and programming.
- In planning practice, residential units with kitchens and private bathrooms, even when paired with supports, are commonly treated as residential uses.
- The presence of support services alone does not automatically convert a residential use into an institutional use.

OCP Policy Ambiguity

- The OCP references complex care and institutional uses but does not clearly define the distinction between residential housing with supports and institutional facilities.
- This ambiguity creates differing interpretations when applying OCP policies to modern supportive housing and complex care models.

Zoning Bylaw Specificity

- The Zoning Bylaw does not clearly address larger-scale supportive housing or complex care within residential multiple zones.
- Existing supportive housing in Sechelt has often been implemented through site-specific zoning or 'Comprehensive Development' zones rather than through standard residential zoning.

Property- Specific Considerations

5680 Ebbtide Street

- Zoned RM1 with site-specific provisions tied to a previously approved market rental project.
- A registered housing agreement covenant exists on title related to market rental housing.
- The site-specific approvals and housing agreement would need to be removed from the zoning and title of the property.

Lot 1, Hightide Avenue

- Zoned RM1.
- Encumbered by statutory rights-of-way for infrastructure.
- Located across from an existing supportive housing development that was approved through site-specific zoning.

Potential Zoning and Policy Gaps Identified

The internal staff review has identified areas where clarification or amendment to current policies may be warranted:

1. Definitions

- Clear definitions distinguishing residential housing with supports, supportive housing, assisted living, and complex care.

2. Use Permissions

- Explicit definitions and land uses for supportive housing and complex care.

3. Scale and Intensity

- Consideration of how unit count, staffing levels, and support services affect land-use classification.

4. Consistency

- Establishment of establishing clearer, district-wide standards to reduce reliance on site-specific zoning such as Comprehensive Development Zones.

Policy gaps may extend to other existing uses within the District and are more broad than the two properties in question.

Further, even if the two properties were deemed to have the suitable zoning framework there has not yet been an opportunity to review standard zoning components such as height, density calculations, setbacks and parking, to name a few.

Conclusion

This review highlights that while policy support exists in the OCP for a continuum of housing and care, there is a lack of clarity in the Zoning Bylaw in how contemporary supportive housing and complex care models are classified and regulated.

The Zoning Bylaw could potentially be amended to add greater clarity should Council wish to pursue these potential housing developments.

From a zoning perspective, current zoning regulations allow multi-unit housing in these two locations and if Council would like to support this type of development minor amendments to the zoning would be beneficial to support specifics of potential future proposals.

Should Council not support this type of development there are means to address this like further conversation and advocacy with BC Housing and Ministry of Housing and that zoning is a secondary rather than the primary tool.

To conclude:

- No development applications have been submitted.
- No formal recommendations are suggested in this report.

- OCP policies support the proposed range of supportive housing and complex care uses within the current land use designations that apply to those properties.
- Zoning policies support multi-unit apartments but clarity regarding uses and zoning particulars could be added through a future amendment.

Should Council wish to pursue options that provide greater clarity, future work could include targeted amendments to the Zoning Bylaw and potentially the OCP to increase certainty and improve consistency in the interpretation of supportive housing and complex care uses.

Respectfully submitted,

Andrew Allen, RPP

Director of Planning and Development



DISTRICT OF SECHELT

MINUTES OF THE REGULAR COUNCIL MEETING

**April 1, 2026, 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: Chief Administrative Officer A. Yeates, Director of Planning and Development A. Allen, Director of Financial Services and Information Technology D. Douglas, Director of Engineering and Operations M. Lee, Director of Corporate and Community Services L. Roberts, Development Planning Manager I. Holl, Community Planner M. Stjepovic, Arts and Culture Coordinator M. Danysh, Corporate Officer K. Poulsen, Administrative Assistant C. Kidd (Recording Secretary)

1. LAND ACKNOWLEDGEMENT

None.

2. CALL TO ORDER AND DECLARATION OF CONFLICT

The Mayor called the Regular Council Meeting to order at 7:00 pm and asked for declarations of conflict. There were none.

3. ADOPTION OF AGENDA

Res. No. 2026-4A-01

Moved/ Seconded

That the April 1, 2026, Regular Council Meeting Revised Agenda be adopted.

CARRIED

4. DELEGATIONS & PROCLAMATIONS

4.1 Proclamation: Volunteer Day, April 18, 2026

The Mayor proclaimed April 18, 2026, as Volunteer Day in the District of Sechelt and invited Diana Mumford to say a few words. Special note was made for the Community Connections event scheduled for 10 am to 3 pm, on April 18, 2026, at the Sechelt Seniors Centre.

5. BUSINESS ITEMS

5.1 2026 Community Investment Program Grants

Staff provided a brief presentation to Council, and in response to questions noted that some organizations outside of Sechelt were recommended for funding as they provide services, or events attended by and benefitting residents of the District of Sechelt.

Res. No. 2026-4A-02

Moved/ Seconded

1. That Council approve the allocation of \$31,616 from general revenue towards the 2026 Community Investment Program (CIP) annual grants.
2. That Council approve the allocation of \$80,034 from general revenue towards the 2026 Community Investment Program (CIP) standing grants.
3. That Council approve the redistribution of unused 2025 Community Investment Program (CIP) funds to the 2026 CIP annual grants:
 - 3.1. \$1,900 – Coast Rogue Society;
 - 3.2. \$4,400 – Royal Canadian Legion Branch 140.
4. That Council award 2026 CIP grants as outlined in the following recommendations of the CIP Grant Review Committee:
 - 4.1. \$5,000 to the Community Futures Development Corporation of the Sunshine Coast;
 - 4.2. \$1,500 to the Davis Bay Farmers Market;
 - 4.3. \$3,000 to the Dial-A-Dog Canine Companions Society;
 - 4.4. \$1,000 to the Gibsons Public Art Gallery;
 - 4.5. \$750 to the Roberts Creek Mandala Society;
 - 4.6. \$3,000 to the Royal Astronomical Society of Canada Sunshine Coast Centre;
 - 4.7. \$2,500 to the Sechelt Downtown Business Association;
 - 4.8. \$1,500 to the Special Olympics British Columbia – Sunshine Coast;

- 4.9. \$2,000 to the Sunshine Coast Charitable Housing Society;
 - 4.10. \$1,500 to the Sunshine Coast Community Orchestra Association;
 - 4.11. \$2,600 to the Sunshine Coast Conservation Association;
 - 4.12. \$1,000 to the Sunshine Coast Driftwood Players;
 - 4.13. \$4,000 to the Sunshine Coast Foundation;
 - 4.14. \$1,600 to the Sunshine Coast Jazz and Entertainment Society;
 - 4.15. \$0 to the Transportation Choices Sunshine Coast (TRaC);
 - 4.16. \$0 to the Waldorf Ballet Foundation; and
 - 4.17. \$1,000 to the xwesam/Roberts Creek Community Association.
5. That Council direct the signatories of the District of Sechelt to execute a standing grant agreement with:
- 5.1. The Crisis Intervention & Suicide Prevention BC in the amount of \$5,000 for 2026; \$5,000 for 2027; \$5,000 for 2028;
 - 5.2. The Restorative Justice Program of the Sunshine Coast in the amount of \$11,500 for 2026; \$12,000 for 2027; \$12,500 for 2028;
 - 5.3. The Sunshine Coast Arts Council in the amount of \$12,000 for 2026; \$13,000 for 2027; \$14,000 for 2028;
 - 5.4. The Sunshine Coast Community Services – Youth Outreach in the amount of \$29,000 for 2026; \$29,000 for 2027; \$29,000 for 2028;
 - 5.5. The Sunshine Coast Festival of the Written Arts in the amount of \$5,000 for 2026; \$5,000 for 2027; \$5,000 for 2028;
 - 5.6. The Sunshine Coast Hospice in the amount of \$8,500 for 2026; \$8,500 for 2027; \$8,500 for 2028; and
 - 5.7. The Sunshine Coast Resource Centre in the amount of \$15,000 for 2026; \$15,000 for 2027; \$15,000 for 2028.

CARRIED

5.2 Lease for Airport Land and Building - Olson Electric - Second Report

Staff provided a brief overview of the Lease Modification, noting a typographical error on the term end date, which references 2032, instead of 2033.

Council discussed the modification agreement, noting that the lease term is already 1/3 complete.

Res. No. 2026-4A-03

Moved/ Seconded

That the District approve the renewal of the Olson Electric lease at the Sechelt Airport at the rate of \$53,553 annually, with an annual increase equivalent to the Consumer Price Index for a 10-year term, subject to the Notice of Disposition in accordance with Community Charter sections 24 and 94; and

That the renewal of the lease incorporates all applicable terms from the existing modification agreements; and

That staff be authorized to execute the lease renewal documents on behalf of the District.

That staff amend the lease modification agreement to reflect the correct end year of 2033.

CARRIED

OPPOSED: Councillor McLauchlan

5.3 Urban Forest Plan Grant Application

Council discussed the importance of urban forest for residents of the District of Sechelt.

Res. No. 2026-4A-04

Moved/ Seconded

1. That staff be directed to apply for \$94,600 in grant funding from the Federation of Canadian Municipalities Urban Forest Plans and Studies grant program to support municipal planning and operations for trees as natural assets and conduct a public engagement process.
2. That Council authorizes the release of \$23,650 from the Local Government Climate Action Program Reserve, as the required 20% matching funds for the District of Sechelt's application to the Federation of Canadian Municipalities Urban Forest Plans and Studies grant program.

CARRIED

5.4 Noise Bylaw Variance - April 3, 5, 6, 12, 19 (4339 Sunshine Coast Highway)

Council discussed the noise that would be generated by the drilling, and impact on residents of the shíshálh Nation lands. Staff noted that the area for residential notification would be at 150 metres for this application, instead of the typical 100 metre radius.

Res. No. 2026-4A-05

Moved/ Seconded

That Council approves a request for a variance to Section 4.(1)(d) of Noise Bylaw No. 519, 2012 for borehole testing and asphalt remediation at 4339 Sunshine Coast Highway for April 3rd, 5th, 6th, 12th and 19th, and

That the authority to approve any changes to these dates is delegated to the Director of Engineering and Operations.

CARRIED

Res. No. 2026-4A-06

Moved/ Seconded

That notice of the Noise Bylaw Variance be forwarded to the shíshálh Nation for information.

CARRIED

6. BYLAWS**6.1 Rezoning for Small Scale Multi Unit Housing at Binnacle Avenue**

Staff provided a brief overview of the rezoning application, noting there have been many iterations of site planning, and options for land dedication. Council discussed land dedications for parks, compared to other uses such as connector roads or District-owned affordable housing. In response to a question from Council, staff clarified that the proposed lane would be 10 metres wide, allowing for a two-lane road, with one lane in each direction.

Res. No. 2026-4A-07

Moved/ Seconded

1. That Zoning Amendment Bylaw No. 580-21, 2026 be read a first time, April 1, 2026.
2. That the additional land dedication requirement of 7% (in addition to the 5% statutory park requirement) be endorsed.
3. That Council endorse the following water conservation measures to be required as conditions of the Development Permit and secured with a Section 219 covenant.
 - a. Outdoor watering is limited to drip irrigation emitters and hand watering only.

- b. Landscape planting is limited to primarily indigenous and drought tolerant plants only.
- c. Irrigated lawns are not permitted.
- 4. That staff reach out to Habitat for Humanity, and the Sunshine Coast Affordable Housing Society to discuss interest in affordable housing on a land dedication.
- 5. That the application be referred to the Sechelt Downtown Village Association.

CARRIED

- a. Zoning Amendment Bylaw No. 580-21, 2026 - Lot 148 Binnacle

Res. No. 2026-4A-08

Moved/ Seconded

That Zoning Amendment Bylaw No. 580-21, 2026 be read a first time on April 1, 2026.

CARRIED

6.2 Elections Bylaw Amendment

Res. No. 2026-4A-09

Moved/ Seconded

That Council consider Elections and Other Voting Bylaw No. 504-03, 2026 for adoption.

CARRIED

- a. Elections and Other Voting Amendment Bylaw No. 504-03, 2026

Res. No. 2026-4A-10

Moved/ Seconded

That Elections and Other Voting Amendment Bylaw No. 504-03, 2026 be adopted on April 1, 2026.

CARRIED

6.3 Council Procedure Bylaw Amendment

Council discussed the impact of the recommended amendments.

Res. No. 2026-4A-11

Moved/ Seconded

That the word "together" be stricken from provision 2.25 in reference to section 27 (2) (d) of Council Procedure Bylaw Amendment No. 568-05, 2026; and

That Council Procedure Amendment Bylaw No. 568-05 be given consideration of three readings with adoption following the public notification period.

CARRIED

OPPOSED: Mayor Henderson

- a. Council Procedure Amendment Bylaw No. 568-05, 2026

Res. No. 2026-4A-12

Moved/ Seconded

That Council Procedure Amendment Bylaw No. 568-05, 2026 be read a first, second and third time on April 1, 2026.

CARRIED

OPPOSED: Mayor Henderson

7. MINUTES OF PREVIOUS MEETINGS

7.1 Minutes of the March 18, 2026 Regular Council Meeting

Res. No. 2026-4A-13

Moved/ Seconded

That the Minutes of the March 18, 2026 Regular Council Meeting be adopted.

CARRIED

7.2 Minutes of the March 25, 2026 Committee of the Whole Meeting

Res. No. 2026-4A-14

Moved/ Seconded

That the Minutes of the March 25, 2026 Committee of the Whole Meeting be received, and the following recommendations be endorsed:

Recommendation No. 2

That Council provide a letter of support to the Sunshine Coast Regional District for the Solid Waste Management Plan to be included with submission of the plan to the Province.

Recommendation No. 3

1. That a celebration be anchored to June 30, 2026, the date of the District's founding and the 70th anniversary of the founding of the Village of Sechelt in coordination with Canada Day on July 1st;
2. That staff be directed to invite formal participation and collaboration from local community groups such as the Sechelt Downtown Business Association, the Sunshine Coast Arts Council, Sechelt Community Archives, the Sunshine Coast Museum & Archives, the Sechelt Seniors Activity Centre, and other community organizations;
3. That the celebration include, with support of the shíshálh Chief & Council, acknowledgement that 2026 is also the 40th anniversary of the shíshálh Nation achieving self-government;
4. That a budget envelope for the celebration be identified and presented to Council as part of the celebration plan including options for funding including sponsorship, reserve funds, and other community fundraising opportunities;
5. That the celebration plan include a prominent event to be held at a local venue recognizing distinguished individuals, organizations, and businesses that have shaped the District over 40 years with former elected officials and District of Sechelt staff to be honoured as special guests.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

9. COUNCIL REPORTS

9.1 Sunshine Coast Regional District Representatives

Council received verbal updates from the Sunshine Coast Regional District Representatives.

9.2 Council

Members of Council provided verbal updates of their activities.

10. CORRESPONDENCE

10.1 2026-03-10 Letter, Sunshine Coast Regional District re: Request for Resolution of Support for Community Resiliency Investment Program - 2026 FireSmart Community Funding and Supports Grant Application

Res. No. 2026-4A-15

Moved/ Seconded

That Council supports the Sunshine Coast Regional District applying for, receiving, and managing Community Resiliency Investment Program - 2026 FireSmart Community Funding and Supports grant funding on behalf of our community.

CARRIED

10.2 2026-03-09 Letter, Davis Bay - Wilson Creek - Selma Park Community Association re: Lighting on Davis Bay Seawall

Council discussed the request, noting that it was received too late to be included in the 2026 budget process, however it could be considered for the 2027 budget.

Res. No. 2026-4A-16

Moved/ Seconded

That staff investigate the potential for a phased Davis Bay seawall lighting project including any suitable existing infrastructure, and report back to Council in time for budget 2027 deliberations.

CARRIED

10.3 2026-03-24, Email, Island Coastal Economic Trust re: Request for Letter of Support**Res. No. 2026-4A-17**

Moved/ Seconded

That the Mayor be authorized to sign a letter of support on behalf of Council seeking permanent funding and updated legislation for the Island Coastal Economic Trust.

CARRIED

10.4 2026-03-25, Emails, re: Broom Brush on Power line Land

Council talked about the prohibitive requirements to dispose of Scotch Broom at the Sechelt Landfill, and potentials for long term change to simplify the process. Council discussed the origin of the Outdoor Burning Bylaw, to help the health of those with respiratory issues. Council noted that though changes could be made to existing bylaws, it would take time, and a more immediate option would also be needed.

Res. No. 2026-4A-18

Moved/ Seconded

That staff be directed to contact the Sechelt Fire Department to discuss options for immediate disposal of Scotch Broom and other invasive species, including the potential for training burns at the Mason Road Training Facility

CARRIED

11. RELEASE OF CLOSED MEETING ITEMS

None.

12. ADJOURNMENT

Res. No. 2026-4A-19

Moved/ Seconded

That the April 1, 2026, Regular Council Meeting be adjourned at 9:20 pm.

CARRIED

Certified correct by:

John Henderson, Mayor

Certified correct by:

Kerianne Poulsen, Corporate Officer



March 27, 2026

Ref: 315169

Their Worship Silas White, Mayor
Town of Gibsons
Email: c/o bkent@gibsons.ca

Acting Mayor Darren Inkster
District of Sechelt
Email: c/o bkent@gibsons.ca

Alton Toth, Chair
Board of Directors
Sunshine Coast Regional District
Email: c/o bkent@gibsons.ca

Dear Mayor White, Acting Mayor Darren Inkster, and Chair Alton Toth:

Thank you for your letter, received on January 20, 2026, regarding the state of child care on the Sunshine Coast considering the recent closures of the YMCA infant-toddler programs in Gibsons and West Sechelt.

I appreciate your continued engagement with child care community partners. Your support for the ongoing work towards medium- and long-term solutions to the challenges for child care operators and families on the Sunshine Coast demonstrates commitment and leadership.

In a recent update from the YMCA, the Ministry of Education and Child Care has learned that all families displaced by the closures of the infant-toddler programs last September will again have access to child care by September 2026. However, this does not diminish the impact this has had on those families, and we will continue working collaboratively to support the community and ensure that those infant-toddler programs can reopen.

The federal government recently announced the addition of Early Childhood Educators (ECEs) as professions eligible for the [Student Loan Forgiveness program](#). ECEs working in rural communities like Sechelt and Gibsons can apply for up to \$15,000 in student loan forgiveness if they work for one year in your community. This incentive may support recruitment of ECEs on the Sunshine Coast, and I encourage you to share this information with the child care operators in your communities.

.../2

Government is also renewing child care capacity-building funding for School District Early Learning and Child Care (ELCC) Leads for an additional year through a \$10.5 million investment. These dedicated positions play a crucial role in planning, coordinating, and supporting child care on school grounds, ensuring families have improved access to high-quality, inclusive, and affordable care. School District No. 46 (Sunshine Coasts)'s ELCC Lead has been a key contributor to the Sunshine Coast Child Care Working Group, and is helping to advance community-level solutions.

The Ministry of Education and Child Care's community development team will continue to support capacity building of the non-profit child care operators to strengthen the sector on the Sunshine Coast. Your support for these efforts is appreciated.

Thank you for your continued collaboration.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Beare".

Lisa Beare
Minister

From: [REDACTED]
Sent: April 5, 2026 4:07 PM
To: Donna Bell <bell@sechelt.ca>; Mayor John Henderson, Sechelt <MayorJohn@sechelt.ca>; Inkster, Darren [REDACTED]; Dianne McLauchlan <mclauchlan@sechelt.ca>; Adam Shepherd <shepherd@sechelt.ca>; Alton Toth <Toth@sechelt.ca>
Subject: BC Ferries

Sechelt Council:

The Mayor of Gibsons wrote to Joy McPhail (Chair of BCF Services Board) on May 30, 2024 and requested that BCF “change the community engagement procedures to better recognize and integrate the role and capacity of elected local governments to represent ferry dependent communities”. Further in his letter he stated “While we admire and value the devotion and deep immersion of our community members who serve on the FAC, we also recognize that FACs are somewhat of a Frankenstein’s monster given life by BCF”. As you know, BCF then eliminated all the volunteer FAC members (118) in April 2025.

Now in the current process within ‘Let’s Connect’ BC Ferries offers only annual briefings with local and regional governments, Islands Trust, MLAs, and First Nations. There is no meaningful community engagement happening on the Sunshine Coast nor in any other ferry dependent communities. Most of the former FAC Chairs still keep in contact and indicate that significant ferry service issues are happening but no contact by BC Ferries to local governments or community members.

The Mayor of Gibsons is now starting his own FAC for Gibsons residents. According to the article in the current Coast Reporter, the terms of reference specify that the FAC will consider ferry service impacts affecting the Town of Gibsons *and surrounding communities*. However anyone from outside Gibsons would only be a non-voting member, so this is not meaningful and effective for Sechelt residents. There are some similar issues for both communities but also significant differences which deserve equal consideration and voice.

Therefore, as residents of Sechelt also deserve a strong representative voice and meaningful community engagement with regards to our vital ferry transportation needs, will

the Sechelt Council be creating an independent* Ferry Advisory (or Advocacy) Committee?
The BC Ferry Commissioners' Report in June 2022 provided an evaluation of BC Ferries
Public Engagement Process and would be a useful guide in moving forward for creating a
functional community committee.

Regards

Diana

*BCF directed that groups must state that “this group is independent and not affiliated with
BC Ferries. The information shared does not represent the views or positions of BC Ferries”
(email of June 11, 2025).



TOWN OF GIBSONS

PO Box 340
474 South Fletcher Road
Gibsons BC | V0N 1V0

T 604-886-2274
F 604-886-9735

info@gibsons.ca
www.gibsons.ca

OFFICE OF THE MAYOR | SILAS WHITE

April 8, 2026

District of Sechelt
2nd Floor, 5797 Cowrie Street
Sechelt, BC
Via email: council@sechelt.ca

Re: Request for Representative Appointment for BC Ferries Advisory Select Committee

Dear Council,

On behalf of the Town of Gibsons Council, I invite the District of Sechelt to appoint a representative to serve on the Town's newly established BC Ferries Advisory Select Committee.

Council established the Committee to provide a formal forum for coordinated, informed, and constructive dialogue with BC Ferries on ferry service matters affecting Gibsons and surrounding Sunshine Coast communities, particularly the Langdale–Horseshoe Bay route. The Committee's role is advisory and is intended to support municipal advocacy, relationship building, and strategic engagement with BC Ferries and other relevant partners.

Recognizing the regional nature of ferry service impacts, Council is keen to ensure that local governments, shísháhl Nation, and key stakeholder organizations have the opportunity to participate in this collaborative forum. In accordance with the Committee's Terms of Reference, additional non voting participants or technical advisors may be invited to attend and contribute to Committee discussions.

The representative should be able to bring forward perspectives related to ferry service impacts, regional coordination, and shared advocacy interests, and to support constructive dialogue focused on practical solutions. Given the interest in establishing a collaborative regional approach, Council would appreciate receiving your organization's nomination by April 24, if possible.

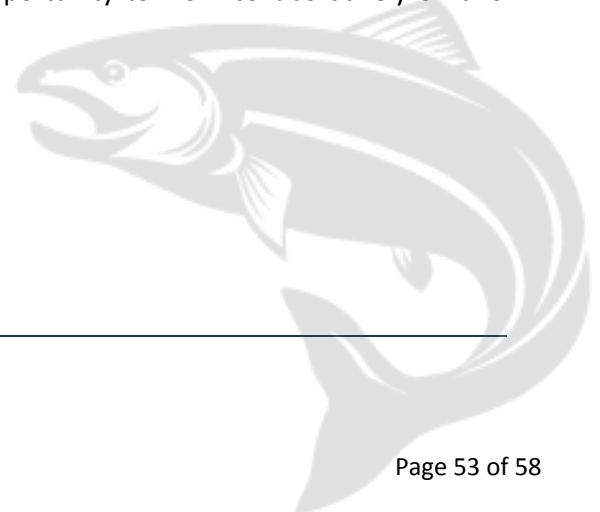
Please find attached the BC Ferries Advisory Select Committee Terms of Reference for your information. Should you have any questions or wish to discuss the Committee's mandate further, please feel free to contact me at swhite@gibsons.ca or 604-741-7023. Council looks forward to the opportunity to work collaboratively on this important regional issue.

Yours truly,

Silas White
Mayor of Gibsons

TOWN OF GIBSONS

"Nature is our most valuable asset"





BC Ferries Advisory Select Committee

Terms of Reference

1. ESTABLISHMENT AND AUTHORITY

At the April 7, 2026 Regular Council meeting of the Town of Gibsons Resolution R2026-72 was adopted establishing the BC Ferries Advisory Select Committee hereinafter referred to as the “Committee”. The Committee is established by the Town of Gibsons Council to provide a formal forum for coordinated, informed, and constructive dialogue with BC Ferries regarding ferry service matters that affect the Town of Gibsons and surrounding Sunshine Coast communities. The Committee’s role is advisory in nature and is intended to support Council in advocacy, relationship-building, and strategic engagement with BC Ferries and other relevant partners.

2. PURPOSE AND SCOPE

The Committee shall:

- Identify, discuss, and provide advice to Council on ferry service issues affecting residents, businesses, visitors, and municipal operations.
- Serve as a liaison body between the Town of Gibsons, BC Ferries, the BC Ferry Authority and the community.
- Review ferry service impacts related to schedules, reliability, capacity, infrastructure, customer experience, environmental considerations, and emergency management.
- Support coordinated municipal advocacy efforts with BC Ferries, the BC Ferry Authority, the BC Ferry Commission, the Province of British Columbia, neighbouring local governments, and regional partners where appropriate.
- Provide a local government perspective on proposed or anticipated changes to ferry operations affecting the Langdale-Horseshoe Bay ("Route #3) route and connecting services.

The Committee may consider and make recommendations to Council on matters including, but not limited to:

- Service levels, reliability, cancellations, and seasonal scheduling.
- Vessel capacity, traffic management, and terminal operations.
- Communication and engagement practices during service disruptions or emergencies.

- Infrastructure planning and impacts at or near ferry terminals.
- Economic, tourism, accessibility, and environmental impacts of ferry services.
- Alignment of ferry service considerations with municipal plans, emergency management, and transportation objectives.

3. DURATION

Council appointments shall be for the term of Council unless otherwise determined by Council. Community representatives shall be appointed for a term of up to two (2) years, with the option for reappointment.

4. COMPOSITION

All members shall provide the Corporate Officer with contact information including members' phone number(s), mailing and civic addresses and email address prior to the first meeting to ensure materials are received prior to meetings.

The Committee shall be comprised of:

- One (1) member of Council, to be appointed Chair by Council;
- Up to eight (8) community representatives with demonstrated knowledge of ferry-related impacts (e.g., business, tourism, accessibility, emergency response, frequent ferry users);

Additional non-voting participants or technical advisors as invited by the Committee, including representatives from BC Ferries, regional district, neighbouring municipalities, and First Nations, as appropriate.

Committee members shall serve without remuneration.

Reasonable expenses may be reimbursed in accordance with Town policy, subject to prior approval.

5. APPOINTMENT AND MEMBERSHIP

5.1 Council shall appoint one member of the Committee as chair.

5.2 The appointment of any member of the Committee may be rescinded at any time by the Council as set forth in section in Section 144 of the *Community Charter*.

- 5.3 The resignation of any member of the Committee must be made in accordance with section 121 of the *Community Charter*.
- 5.4 All members of the Select Committee will maintain confidentiality in accordance with section 117 of the *Community Charter*.
- 5.5 Term and Termination
 - 5.6.1 Members of the Committee shall serve at the appointment of the Council.
 - 5.6.2 The appointment of any member of the Committee may be rescinded at any time by Council as set forth in section in Section 144 of the *Community Charter*.
 - 5.6.3 The Terms of Reference shall be reviewed by Council at least once per Council term, or at Council's direction.
 - 5.6.4 Council may amend or dissolve the Committee by resolution at any time.

6. LIMITATION OF DUTIES AND POWERS OF THE COMMITTEE

The Committee is established by resolution of Council pursuant to the Community Charter. The Committee operates in an advisory capacity only and may make recommendations to Council. All final decisions remain with Council.

The Committee does not speak on behalf of the Town. All external communications or advocacy positions shall be authorized by Council.

Media inquiries related to Committee work or Committee members shall be referred to the Mayor or the CAO.

Committee members shall:

- Conduct themselves in a manner consistent with the Town's Council Code of Conduct and applicable policies.
- Disclose any real or perceived conflicts of interest related to matters under discussion and refrain from participating where appropriate.
- Committee members are subject to the Conflict of Interest legislation as outlined in Section 100 – 109 of the Community Charter.

6.1 Authority

6.1.1 The Committee is reminded that they cannot direct staff or take any action contrary to existing Council Policies and Directives.

7. MEETINGS & REPORTING

- 7.1 The Committee shall meet as required to fulfill its mandate, typically quarterly, or more frequently as needed.
- 7.2 Meetings may be held in person or electronically.
- 7.3 All Committee meetings must be open to the public except where the committee resolves to close a portion of it pursuant to Section 90 of the *Community Charter*.
- 7.4 The Committee shall meet as often as determined by the Committee, in the Council Chambers or Meeting Room, Town Hall.
- 7.5 A majority of voting members shall constitute a quorum.
- 7.6 Substantial effort shall be made to make decisions by consensus, however where consensus cannot be achieved, simple majority shall govern.
- 7.7 The quorum for the Committee is a majority of the voting members appointed under section 4 (Composition).

Should there be no quorum present within 15 minutes after the time appointed for the meeting, the recording secretary shall record in the minutes the names of the members present at the expiration of such fifteen minutes and the meeting shall stand adjourned until the next scheduled meeting.

- 7.8 Meetings are advisory in nature and are not Council meetings; however, principles of transparency, respect, and good governance shall apply.
- 7.9 The Committee shall report to Council through written reports, minutes, briefing notes, or presentations as appropriate.
- 7.10 Recommendations shall be clearly identified and supported by rationale.
- 7.11 The Chair may present Committee updates at Council meetings when requested.
- 7.12 Agendas and minutes for each Committee meeting shall be prepared and distributed in a timely manner, under the direction of the Corporate Officer (or designate).
- 7.13 The Executive Assistant (or designate) is responsible for keeping minutes and agendas for Committee meetings and making them available to the public.

8. ROLES & RESPONSIBILITIES

Chair

- 8.1 Preside over meetings and ensure orderly conduct.

- 8.2 Work with staff to set agendas and ensure alignment with Council priorities.
- 8.3 Serve as the primary liaison between the Committee and Council, including to the Mayor to speak on behalf of Council on ferry services.

Committee Members

- 8.4 Attend meetings and participate in discussions in a respectful and constructive manner.
- 8.5 Review materials in advance of meetings.
- 8.6 Convey perspectives from their respective roles or areas of expertise.

Staff Support

- 8.7 Provide administrative and technical support, including agenda preparation, meeting coordination, and record-keeping.
- 8.8 Assist in drafting recommendations, correspondence, and reports to Council.
- 8.9 Facilitate communication with BC Ferries and other agencies as directed by Council.

9. REFERENCE DOCUMENTS

- 9.1 The terms “Council” and “Committee” shall be interchangeable for the purpose of interpretation of these sections.
 - *Community Charter*, Section 90 – Open and Closed meetings
 - *Community Charter*, Section 117 – Duty to respect confidentiality
 - *Community Charter*, Section 122 – Resignation
 - *Community Charter*, Section 100-109 – Conflict of Interest
 - Town of Gibsons Council Code of Conduct