



## DISTRICT OF SECHELT

### MINUTES OF THE REGULAR COUNCIL MEETING

March 19, 2025, 7:00 pm  
Community Meeting Room  
1st Floor, 5797 Cowrie St., Sechelt

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

STAFF: Director of Financial Services and Information Technology D. Douglas, Director of Engineering and Operations M. Lee, Acting Director of Planning and Development I. Holl, Acting Director of Corporate and Community Services L. Vickers, Manager of Financial Services B. Smith, Chief Building Official J. Nyhus, Senior Development Planner T. Baker, Corporate Officer K. Poulsen, Administrative Assistant C. Kidd (Recording Secretary)

---

#### 1. LAND ACKNOWLEDGEMENT

The Chair noted the land acknowledgement on the Agenda.

#### 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. 2025-3C-01**

Moved/ Seconded

That the March 19, 2025 Regular Council Meeting Agenda be adopted.

**CARRIED**

#### **4. DELEGATIONS & PROCLAMATIONS**

##### **4.1 Proclamation - Dietitian's Day - March 19, 2025**

The Mayor proclaimed March 19, 2025 to be Dietitian's Day.

##### **4.2 Proclamation - Mois de la Francophonie - March 2025**

The Mayor proclaimed March 2025 to be Mois de la Francophonie.

#### **5. BUSINESS ITEMS**

##### **5.1 Development Variance Permit No. 3090-2025-02 - 5698 Medusa Street**

Staff confirmed that the application involves converting the existing garage, and that no new construction or changes to the footprint were proposed.

Council discussed parking and potential impact on the neighbourhood.

##### **Res. No. 2025-3C-02**

Moved/ Seconded

That Development Variance Permit 2025-02 be approved to reduce the rear lot line setback from 3.0 m to 0.59m to accommodate a conversion of the existing permitted accessory building into a detached accessory dwelling unit.

**CARRIED**

**OPPOSED: Councillor McLauchlan**

##### **5.2 Parcel Tax Roll Review Panel Appointments**

##### **Res. No. 2025-3C-03**

Moved/ Seconded

1. That Councillors Brenda Rowe, Dianne McLauchlan and Alton Toth be appointed to the Parcel Tax Roll Review Panel for the purpose of reviewing and authenticating the District of Sechelt Recreation, Water and Sewer Parcel Tax Rolls.
2. That Councillor Alton Toth be appointed as Chair of the Parcel Tax Review Panel.
3. That the Parcel Tax Roll Review Panel meeting be held virtually via Zoom on Tuesday, April 8, 2025 at 9:00 am.

**CARRIED**

##### **5.3 Notice of Motion- Resilience and Prosperity in a Changing World- Short Term Rentals (Henderson)**

Mayor Henderson provided an overview of the Notice of Motion to Council.

Council discussed potential implications of the proposed motion and staff confirmed that unhosted type 3 short term rentals are currently prohibited by Provincial legislation and regulations, as well as District of Sechelt bylaws.

## **6. BYLAWS**

### **6.1 Bylaw Amendments - Multiple Enforcement Updates**

Staff provided an overview of the report, indicating that updating the listed bylaws would increase the fines, create a deterrent, eliminate varying rates for early or late payment, and allow for better enforcement of the bylaws.

*Councillor Inkster left the meeting at 7:37 pm.*

In response to a question from Council, staff confirmed that the amounts were comparable to what is seen in other jurisdictions, and that fines were always used as a last resort if they are not able to achieve voluntary compliance.

*Councillor Inkster returned at 7:42 PM.*

#### **Res. No. 2025-3C-04**

Moved/ Seconded

That the following bylaws be considered for a first, second and third reading on March 19, 2025:

- a. Municipal Ticket Information Amendment Bylaw No. 491-05, 2025;
- b. Bylaw Notice Enforcement Implementation Amendment Bylaw No. 515-15, 2025;
- c. Building Bylaw Amendment No. 409-13, 2025;
- d. Porpoise Bay Harbour Regulation Amendment Bylaw No. 494-03, 2025;
- e. Environmental Management and Protection Amendment Bylaw No. 484-01, 2025;
- f. Fireworks Prohibition Amendment Bylaw No., 445-01, 2025;
- g. Mobile Home Park Amendment Bylaw No. 37-02, 2025;
- h. Pesticide Amendment Bylaw No. 441-01, 2025
- i. Sign Bylaw Amendment No. 456-04, 2025; and
- j. Open Air Burning Amendment Bylaw No. 486-03, 2025.

**CARRIED**

- a. Municipal Ticket Information Amendment Bylaw No. 491-05, 2025

**Res. No. 2025-3C-05**

Moved/ Seconded

That Municipal Ticket Information Bylaw Amendment Bylaw No. 491-5, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- b. Bylaw Notice Enforcement Implementation Amendment Bylaw No. 515-15, 2025

**Res. No. 2025-3C-06**

Moved/ Seconded

That Bylaw Enforcement Implementation Amendment Bylaw No. 515-15, 2025 be read a first, second, and third time on March 19, 2025.

**CARRIED**

- c. Building Bylaw Amendment No. 409-13, 2025

**Res. No. 2025-3C-07**

Moved/ Seconded

That Building Bylaw Amendment No. 409-13, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- d. Porpoise Bay Harbour Regulation Amendment Bylaw No. 494-03, 2025

**Res. No. 2025-3C-08**

Moved/ Seconded

That Porpoise Bay Harbour Regulation Amendment Bylaw No. 494-03, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- e. Environmental Management and Protection Amendment Bylaw No. 484-01, 2025

**Res. No. 2025-3C-09**

Moved/ Seconded

That Environmental Management and Protection Amendment Bylaw No. 484-01, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- f. Fireworks Prohibition Amendment Bylaw No. 445-01, 2025

**Res. No. 2025-3C-10**

Moved/ Seconded

That Fireworks Bylaw Amendment No. 445-01, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- g. Mobile Home Park Amendment Bylaw No. 37-02, 2025

**Res. No. 2025-3C-11**

Moved/ Seconded

That Mobile Home Park Bylaw Amendment Bylaw No. 37-02, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- h. Pesticide Amendment Bylaw No. 441-01, 2025

**Res. No. 2025-3C-12**

Moved/ Seconded

That Pesticide Bylaw Amendment No. 441-01, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- i. Sign Bylaw Amendment No. 456-04, 2025

**Res. No. 2025-3C-13**

Moved/ Seconded

That Sign Bylaw No. 456 Amendment No. 456-04, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

- j. Open Air Burning Amendment Bylaw No. 486-03, 2025

**Res. No. 2025-3C-13**

Moved/ Seconded

That Open Air Burning Bylaw Amendment No. 486-03, 2025 be read a first, second and third time on March 19, 2025.

**CARRIED**

## **6.2 Master Plan and Rezonings for Derby Road (52 Townhouses) and Granite Road (80 Clusterhomes)**

Staff provided an updated on the changes to this application, noting that the updated land use plan does include wildlife paths, park areas, and other environmental areas. Council raised questions about areas with steeper slopes, right of ways, and a potential alternate highway route mentioned in a previous Transportation Master Plan. Staff confirmed that the Ministry of Transportation and Infrastructure had reported that the alternate highway route was no longer being considered for the neighbourhood.

### **Res. No. 2025-3C-14**

Moved/ Seconded

That the following be considered:

1. That Official Community Plan Amendment Bylaw No. 492-32, 2023 be read a second time as amended;
2. That Official Community Plan Amendment Bylaw No. 492-32, 2023 as amended be referred a second time to relevant organizations for comment as part of early and on-going engagement, pursuant to Section 475 of the *Local Government Act* and Council Policy 3.3.7;
3. That Zoning Amendment Bylaw No. 580-04, 2023 be read a second time as amended;
4. That Zoning Amendment Bylaw No. 580-12, 2023 be read a second time as amended;
5. That upon completion of the referral period, staff be authorized to schedule a Public Hearing for OCP Amendment Bylaw No. 492-32, 2023.
6. That prior to consideration of adoption, the applicant shall:
  - a. Confirm their water demand reduction and conservation plans to be implemented at the development permit stage.
  - b. Register a section 219 covenant regarding development agreement to address potential phasing, park and road dedications, as well as timing of dedications, construction and commitment to evaluating the effects of the development on the District of Sechelt sewer model and Sunshine Coast Regional District water model, etc.

- c. Register a section 219 covenant on title to secure the payment of an agreed upon Community Amenity Contribution based on Council policy to be split equally between the Community Amenity and Affordable Housing Reserve funds, prior to building permit issuance.
- d. Register a section 219 covenant on title to protect environmentally sensitive areas and wildlife corridors and establish appropriate buffer areas with suitable landscaping and fencing requirements.
- e. Discharge Covenant CA3315855 to be replaced by covenants referenced in recommendation 6 b, c and d.

**CARRIED**

- a. Official Community Amendment Bylaw No. 492-32, 2023

**Res. No. 2025-3C-15**

Moved/ Seconded

That Official Community Plan Amendment Bylaw No. 492-32, 2023 be read a second time as amended; and

That Official Community Plan Bylaw No. 492-32, 2023 as amended be referred a second time to relevant organizations for comment as part of early and on-going engagement, pursuant to Section 475 of the *Local Government Act* and Council Policy 3.3.7.

**CARRIED**

- b. Zoning Amendment Bylaw No. 580-04, 2023

**Res. No. 2025-3C-16**

Moved/ Seconded

That Zoning Amendment Bylaw No. 580-04, 2023 be read a second time as amended.

**CARRIED**

- c. Zoning Amendment Bylaw No. 580-12, 2023

**Res. No. 2025-3C-17**

Moved/ Seconded

That Zoning Amendment Bylaw No. 580-12, 2023 be read a second time as amended;

That staff be authorized to schedule a Public Hearing (once the referral process is complete) for Official Community Plan Amendment Bylaw No. 492-32, 2023, Zoning Amendment Bylaw No. 580-04, 2023 and Zoning Amendment Bylaw No. 580-12, 2023;

That prior to scheduling of the public hearing, the applicant shall:

1. Run the master land use plan through the District of Sechelt sanitary sewer model; and
2. Run the master land use plan through the Sunshine Coast Regional District water model; and

That prior to consideration of adoption, the applicant shall:

1. Register/ update a/ the section 219 covenant regarding development agreement to address potential phasing, park dedications and road dedications and timing of dedications vs. construction, etc.
2. Confirm their water demand reduction and conservation plans to be implemented at the development permit stage.
3. Register a section 219 covenant on title to secure the payment of an agreed upon Community Amenity Contribution based on Council policy to be split equally between the Community Amenity and Affordable Housing Reserve Funds, prior to building permit issuance.
4. Register a section 219 covenant on title to protect the environmentally sensitive areas and wildlife corridors and establish appropriate buffer areas with suitable landscaping and fencing requirements.

**CARRIED**

## **7. MINUTES OF PREVIOUS MEETINGS**

### **7.1 Minutes of the March 5, 2025 Regular Council Meeting**

**Res. No. 2025-3C-18**

Moved/ Seconded

That the Minutes of the March 5, 2025 Regular Council Meeting be adopted.

**CARRIED**

### **7.2 Minutes of the February 26, 2025 Committee of the Whole Meeting**

**Res. No. 2025-3C-19**



### Moved/ Seconded

That the Minutes of the February 26, 2025 Committee of the Whole Meeting be received, and the following recommendations be endorsed:

(2) That the following new provisions be added to the District of Sechelt's Permissive Property Tax Exemption Policy 2.8.1:

1. There will be no exemption or reduction to utility fees and charged for those properties granted permissive property tax exemption. Water, sewer, garbage and parcel taxes will be payable on all properties.
2. Council may consider the amount of permissive property tax exemption an organization has received when evaluating additional funding requests from the organization.
3. The total permissive property tax exemptions approved in the current year for the subsequent year will not exceed 4.7% of the current year's total budgeted property tax requisition. The permissive exemption values will be calculated by using the current year's property assessment multiplied by the current year's tax rates. In the case where the total calculated permissive exemption values for the subsequent year exceed 4.7% of the current year's tax requisition, all permissive exemptions will be proportionately reduced.
4. Limit the area of property that can be considered for permissive property tax exemption to 5 times the size of the building footprint located on that property.

(3) That Recommendation 4 of the previous motion be amended to include the words "of a church" to read "That the area of a property of a church that can be considered for permissive property tax exemption be limited to 5 times the size of the building footprint located on that property.

(4) That the following new provisions be added to the District of Sechelt's Permissive Property Tax Exemption Policy 2.8.1:

1. That there will be no exemption or reduction to utility fees and charges for those properties granted permissive property tax exemption. Water, sewer, garbage and parcel taxes will be payable on all properties; and
2. That Council may consider the amount of permissive property tax exemption an organization has received when evaluating additional funding requests from the organization; and
3. That the total of permissive tax exemptions approved in the current year for the subsequent year will not exceed 4.7% of the current year's total budgeted property tax requisition. The permissive exemption values will be calculated by using the current year's property assessment multiplied by the current year's tax rates. In the case where the total calculated permissive exemption values for the

subsequent year exceed 4.7% of the current year's tax requisition, all permissive exemptions will be proportionally reduced; and

4. That the area of a property of a church that can be considered for permissive property tax exemption be limited to 5 times the size of the building footprint located on that property.

(6) That staff prepare a report to demonstrate what impact a 1% reduction in the property tax increase to cover 2025 General Operating Fund increases could have.

**CARRIED**

**Res. No. 2025-3C-20**

Moved/ Seconded

That the following recommendation from the February 26, 2025 Committee of the Whole Meeting be endorsed:

(5) That a 5.62% property tax increase to cover 2025 General Operating Fund increases be approved.

**CARRIED**

**OPPOSED: Mayor Henderson**

**7.3 Minutes of the February 24, 2025 Sunshine Coast Regional Accessibility Advisory Committee Meeting**

**Res. No. 2025-3C-21**

Moved/ Seconded

That the Minutes of the February 24, 2025 Sunshine Coast Regional Accessibility Committee Meeting be received and the following recommendation(s) be endorsed:

WHEREAS everyone should have access to public transportation; and

WHEREAS there is currently no option to schedule Sunshine Coast Handy Dart service pick up times to coordinate with BC Ferry schedules at Langdale Terminal; and

WHEREAS other jurisdictions such as Horseshoe Bay do offer Handy Dart service coordinated with ferry schedules within regular operating hours, and

WHEREAS continuous transportation to and from the Sunshine Coast helps to facilitate the safety of the residents and community members on the Sunshine Coast, as well as visitors;

NOW THEREFORE:

The Sunshine Coast Regional Accessibility Advisory Committee recommends that the Town of Gibsons, Sunshine Coast Regional District and District of Sechelt advocate to BC Transit in support of coordinating Sunshine Coast Handy Dart drop off and pick up times with BC Ferry schedules within regular operating hours.

**CARRIED**

**8. BUSINESS ARISING FROM THE MINUTES**

None.

**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**

None.

**11. RELEASE OF CLOSED MEETING ITEMS**

None.

**12. ADJOURNMENT**

**Res. No. 2025-3C-22**

Moved/ Seconded

That the March 19, 2025 Regular Council Meeting be adjourned at 8:42 pm.

**CARRIED**

---

Certified correct by:

John Henderson, Mayor

---

Certified correct by:

Kerianne Poulsen, Corporate Officer