

District of Sechelt – SCAF – Community Associations Meetings
Unofficial Minutes

Inaugural Meeting 5:00 PM, March 12, 2007, Seaside Centre
Chair: Jason Herz (SCAF), Secretary for Minutes: Bob D'Arcy (SCAF)

Call to Order: Chair, Jason Herz called the meeting to order at approximately 5:10 PM.

Opening Remarks:

Herz: Welcomed all and in particular those members of Council in attendance. He reviewed the agenda which had been distributed and asked that all be polite and keep it fairly casual.

Mayor Reid: Expressed hopes for this meeting and ongoing ones. He wished to see all community associations represented and not just SCAF and felt that organizations which were single interest or not representative would fall away in time.

Development of Meeting Format

1. Selection of Chair system – alternates were reviewed and then the on the suggestion of the Mayor the issue was put to one side to move on and address the overall meeting value before setting rules.
2. Suggested Participants - there was considerable discussion on points:
 - a. Do not want too large a meeting
 - b. Maybe APC should be involved
 - c. Conflict with special interest or single purpose lobby groups or two groups in one area.
3. Departing from Agenda the overall question of Why the meeting should take place was addressed with lots of input around the table:
 - a. An opportunity to hear each other and clarify issues and misunderstandings
 - b. Maybe a re-start of the liaison system used in the past
 - c. The past difficulties were raised especially how an issue had diverted the greater interest. Agreed that the past was past and we must re-start the process for the good of all.
4. At this point the Chair summarized the 'conclusions' to date. There should be meetings of the 'traditional' 8 associations with Council under some set of rules and, on items suggested by the associations and Council. Single issue groups would not be include except by special invitation where the greater group wished to address an issue.

A BREAK FOR DINNER HOSTED MOST KINDLY BY THE DISTRICT

Resumption of meeting at about 7:00 PM

The Chair recapped some of the pre-dinner discussion with a view to reaching some final conclusions and setting some agreed procedures.

1. Agreed that meetings would be worthwhile and they should be set up.
2. Chair – on motion and show of hands it was agreed that Jason Herz, acting as an individual community association member would be the Chair for the next six months and then the succession could be reviewed.
3. Participants – agreed that it would be the seven (7) existing associations (SHORA is mainly represented by West Porpoise now) plus Council.
 - a. If it is desired to add another association then this must be agreed by both the existing 7 associations and Council. All must agree.

4. Staff Attendance – basically they are not to be at the meetings but staff members could be invited for a specific reason subject to agreement of both the Mayor and the Chair (provided the Chair in the future is not a Council member, of course).
5. Agendas – agreed that SCAF, for purely logistical reasons, would prepare future agendas.
 - a. Notice calling for items would go out not less than three weeks prior to a meeting with a cut-off for items to be two weeks prior. This would give all at least a week to get items in.
 - b. The agenda would be circulated to all one week prior to the meeting.
6. Minutes – to be taken by SCAF and circulated shortly after meeting without voted approval so minutes would be unofficial. Gross errors might be fixed for the archives at the subsequent meeting. Website posting OK. *(note: added by secretary – after emailed version has been out for a week at least in case there is something that really needs a fix before it goes public)*
7. Response Times – to an inquiry from a meeting. The Mayor felt that a guideline for the District should be 30 days although it must be understood that the 30 day response might not be conclusive since ongoing matters might need work.
8. District Response Format – The Mayor felt that but for exceptional items, the DoS would compile all responses to questions in one package and circulate it through the SCAF email system.
9. Frequency of Meetings and Timing - agreed to try quarterly initially. Times to 7 PM to 9 PM (outside cut-off to be 3 hours)

SCAF Submitted Items Discussed

1. Bylaw Enforcement - several important issues
 - a. Mayor felt he could see a lack of a proper correspondence process in the District so that complaints and inquiries were not handled on a timely basis
 - b. There might be a need for a more aggressive/firmer enforcement policy
 - c. Specific parking issues reflected overall problem and it must be reviewed and addressed now.
 - d. Best for complaints to go to responsible staff first then can be escalated to the top of Staff - the Administrator Mr. Brown and then failing that to the Mayor and Council.
 - e. Response time to be at the outside 30 days although items might not be complete at that point.
 - f. **Agreed Action**– a report at the next meeting from the DoS on progress in this area.
2. Role of Community Associations in District
 - a. Mayor happy to see issues brought forward and a dialogue. It helps Council be aware.
 - b. BUT he cautioned and objected if the associations made as if they were another level of government dictating what should be done.
 - c. Others agreed that the function was broad community concerns - making Sechelt a better place. Could act as eyes and ears for Council.
 - d. Council recognized that behind the scenes associations were performing much worthwhile work but only those items which seemed more political of nature came before Council.
 - e. Suggested that Councillors make a habit of checking the SCAF and Davis Bay websites regularly to see the minutes of meetings that would reveal the diverse work going on. On the other side, associations should regularly check the DoS website to stay abreast of activities.

3. Variance Board – it was explained that a change of legislation meant that matters had to go to Council first and then if the party was unhappy it could go before the independent and impartial Variance Board. This is a reversal of the old way where small variance issues, particularly hardship ones, went to the board first.
4. Status, value, etc. of OCPs: this was tabled as too major for this late night

Dos Submitted Items

1. Special Garbage cleanup – The mayor gave an explanation of the new system and the sound economic reasons for the change in policy. Suggested continuation of the service might add a percentage point to the taxes.
2. The “Cutlen” Law suit – The Mayor gave a brief update.

Items From Attending Associations - asked to be brief as it was getting late so some items dropped and some associations did not contribute items for that reason.

1. The Village
 - a. Plans for Block 7 – the Mayor described some very positive plans for landscaping going forward as soon as the pool is finished. No more buildings
 - b. Downtown Revitalization and Clean Up – discussed and revealed increased budget for the downtown and the going forward of the Maritime Gateway, the sidewalks for Wharf, improvements of the lane between Dolphin and Cowrie between Wharf and Inlet , Rotary Club work. It was all most encouraging.
2. East Porpoise
 - a. Expanded on earlier by-law enforcement discussion with specifics of Kontiki Road abuse. DoS will look into more aggressive enforcement now.
3. Sandy Hook – Asked for Neighbourhood plan for OCP soonest. Response was that Visioning should be finished and integrated first. It was pointed out that Visioning needed a Plan to apply to ensure the uniqueness of plan Sandy Hook and Tuwanek were maintained. Planner Ray Parfitt indicated that such a plan could not go forward until 2008.
4. Tuwanek
 - a. Referenced a gravel pit that was wasted and being used for garbage. Might be nice to put in a soccer field or some sort of kid friendly facility
 - b. Lamb's Bay water access use by commercial interests has become impossible in summer and specific reference was made to unsanitary use of bushes for urination. Something should be done to protect this water access from abuse.
5. West Sechelt
 - a. Pointed out that current policy of one page brief referrals probably cost the DoS more staff effort and time than if a more complete referral document was sent out. The result of the brief document is many, many time consuming calls to City Hall to get the barest of detail. It would be far more cost efficient to do a full referral report first.

Next Meeting – exact date to be set and advised but about 3 months hence.

Adjournment – At about 8:40 PM by the Chair who thanked all and particularly the District for the nice dinner.

SUPPLEMENTAL – The Attendees

From District

Mayor Cam Reid	
Councillor Keith Thirkell	
Councillor Darren Inkster	
Councillor Michael Shanks	
Councillor Warren Allan	
Bill Brown, Administrator	
Ray Parfitt, Director of Planning	

From the Associations

Davis Bay-Wilson Creek	Helen Steeves
	Sue Thompson
East Porpoise Bay	Lorraine Gallant
	Nancy Liddell
Sandy Hook	Sue Jackel
	Bob D'Arcy
Sechelt Village	Doug Smith
	Alice Janish
Tuwanek	Linda Williams
	Colin Jacobson
West Porpoise Bay	Bob Ware
	Lorraine Blackman
West Sechelt	Nancy Leathley
	Ron Harrington