

**Meeting District of Sechelt Mayor, Councillors and CAO with Sechelt Community Associations Forum, its members and Davis Bay Community Association
Tuesday April 7th. 2009 at 7:00 PM sharp at Community Room, Sechelt Public Library
Chair: Doug Smith, SCAF
Unofficial SCAF Minutes
By SCAF Secretary, Bob D’Arcy**

1) Call to Order at 7:03 PM

- a) Opening remarks by Chair, Doug Smith - welcomed all and pointed out we had a new council and that the changed economy affects our reactions. He commented positively on the new positive and open communications between the community, staff and the council. He complimented the new council on their new sharing of information.
 - i) Round table self-introduction of attendees (name and affiliation) – See listing at end of these minutes.
- b) Opening Remarks by Mayor Inkster – Thanked all for attending and expressed that he saw the meeting as an information exchange and that no decisions could be made here. Looked forward to hearing about things that might improve Sechelt.

2) Call for additions to agenda –

- a) Agreed that if there was extra time following a proposed close off time of 9 PM some additional items might be covered.
- b) A question was raised regarding the lack of a “Business Arising from prior meetings” section so that items from earlier that had not been resolved or completed might be. The Chair agreed that seemed like a good idea it would be considered for the future.

3) Item Discussed

Proponent	#	Question or Issue
DoS	1	<p>Mayor has suggested SCAF change its name? Explained that Council felt that the old G8 name seemed more friendly and inclusive vs. the new name which seemed to imply membership. It was pointed out that the “8” did not really apply since SHORA was now an Associate member and the lack of participation by Davis Bay. A suggestion was G7 or G6 and a half! The Chair agreed that the Mayor had made a good point and promised to take up the name issue at the next SCAF meeting for a discussion and vote if agreed.</p>
SCAF	2	<p>Bylaw Enforcement and updating – Secondary suite example was submitted by Sandy Hook in March:</p> <ul style="list-style-type: none"> a) Please explain how bylaws are to be enforced with fines or whatever considering issues raised in letter b) Are bylaws that are out of date or possibly flawed being reviewed for changes – if so, please expand on this subject. <p>The letter submitted was cited and the request was made for elaboration on the specific example bearing in mind that the information or conclusions may apply to all bylaws. Most councillors did not appear to have the letter at the meeting. The Mayor asked the CAO to comment on this matter He opined that bylaw enforcement was one of the most difficult issues faced by municipalities and that the bylaw officer on being called into a matter would try and interpret the situation to get the desired result.</p>

		<p>At the same time what was applied in one area was to be applied in all areas.</p> <p>On the specific secondary suite issue he advised that Andre Boel was trying to see how other jurisdictions were handling it and would come up with recommendations regarding the registrations.</p> <p>The CAO was questioned about an infraction not involving registration and an owner who did not want to comply with the other aspects of the bylaw that are already in force. The first step was to work with the owner to seek them coming into compliance but when it is clear that is not working then the “pressure” would be increased. Saw it as more of a “safety issue” and so that had to be addressed first.</p> <p>Are fines to be just one day or many days – are bylaws to be enforced? Could fine everyday but has never happened. Time consuming to develop evidence especially on an everyday basis.</p> <p>Do not have to fine or ticket. Other opined that often there is no feedback.</p> <p>Rephrased the question to - what is the point of the bylaws without any enforcement or at least enforcement that is clear in its direction?</p> <p>The CAO allowed that many of the bylaws are out of date or poorly drawn and a lot of work is going on to try and address this matter.</p> <p>Councillor Taylor stated that he felt bylaws should be enforced and he expected that they would be but that they should go through the officer or the CAO first. Failing satisfaction there then the matter should be brought to council's attention. Council wants to know about poor bylaws.</p> <p>One attendee suggested there be a log of what steps were taken to enforce bylaws and where problems arose to give guidance to resolving future issues and to assure the public action was being taken.</p> <p>The Mayor wanted to see examples and documentation of problems.</p> <p>An attendee pointed out that the inability of the DoS to have enough resources was a good reason not to pass bylaws that allowed such things as STRs as they are not being enforced. The CAO advised that they are being enforced and some letters had just gone out in this regard which appeared to have precipitated the delegation coming to council soon to change the rules so that they were not violating the bylaw.</p> <p>Councillor Janisch noted the great deal of discretion the bylaw officer has and questioned if there was any set of guidelines for them and does anyone review the actions. The CAO said there was no monitoring but they went on courses and spoke to other jurisdictions for guidance.</p> <p>The Chair stated that clearly this matter would have to be revisited again.</p>
Davis Bay	3	<p>BC Hydro expansion/Highway upgrade</p> <p>Opined that the highway upgrade and the BC Hydro pole moving could not be coordinated but wondered if there was anything new on the actual upgrade.</p> <p>Recent meetings have been held with Province and it was determined that the money for the whole project was not available so the project was broken into about 8 smaller pieces with each having costs of less than \$2 mill. Ditch between Snodgrass and Selma Park is No. 1 item.</p>

		DoS have recovered the \$1 mill that it had put up and may now use it locally for improvements on connector roads. There will now be no property acquisitions for the improvements. Some progress is being made particularly in the areas with serious safety concerns.
SCAF and Davis Bay	4	<p>Concerns about communications</p> <p>a) Some letters do not appear to be getting delivered</p> <p>b) Sometimes meetings seem to be not noted</p> <p>c) The 30 day reply commitment seems to be failing</p> <p>What is the best way to communicate with DoS and council – email to Connie to see that it goes the right route?</p> <p>CAO felt best way was to Connie to distribute things that are a council issue. All correspondence to Mayor and Council is now copied to the CAO and becomes part of discussion agendas.</p> <p>Email seemed best and fastest with attachments as needed. Emails are all now tracked. For just a quick answer on something send it to the CAO and cc Connie. In any event for most matters go to staff first as council can take a few weeks to deal with something.</p> <p>Recommended that follow-ups be sent where replies are not received in a timely way.</p> <p>Final advice is that sending matters to council when it might be dealt with at staff is a waste as councillors will wait to see staff action first.</p>
West Sechelt	5	<p>PACKAGE SEWER TREATMENT PLANTS</p> <p>Has DoS made a decision to allow package plants? From a policy point it has only been discussed at the OCP meets and no decision has been made. There is a sewage commission that looks at these issues to come to recommendations.</p> <p>Has any research or expertise reported to assist in the decision?</p> <p>Some, but relying heavily on SCR D research for decisions.</p> <p>Point made that OCP is contingent upon the decision as it affects every aspect of OCP and reports do not seem to make such plants a very good idea. U of Vic has research paper. Major problem has resulted from deregulation of septic and sewage treatment expertise and removing it from health supervision. A recent report that Susan Stratis has is very thorough on this point. This decision is a prerequisite to setting the OCP and OCP is the major project for the DoS right now. A decision must be made somehow but with great care.</p>
SCAF	6	<p>Referral process for new developments and other changes to DoS</p> <p>Letter just received from Ray Parfitt which indicates general agreement with a couple of items to be resolved yet. Suggested another meeting to refine final items and then the CAO sees no problem with the adoption of a regular policy. (Davis Bay would like a copy of the policy)</p> <p>Noted that receipt of referrals and information by email is critical as it allows for timely distribution to association board and members in order to respond to DoS.</p>
Davis Bay	7	<p>Hospital Expansion?</p> <p>Any word on what is happening and is it to be further delayed? The Mayor advised that some discussions on this were ‘in camera’ so he could not openly advise. Advised that something would happen before 2012.</p>

		<p>Funding issue is that Sunshine Coast must contribute 40% but also Foundation and Auxiliary are being asked for \$1 mill each. This \$2 mill is not part of the 40% and represents double taxation. Can someone in authority clarify or rectify this problem?</p> <p>The Mayor asked that an email be sent with this question so he could put it on agendas to address as soon as 10 days from now. Davis Bay agreed to do so.</p>
SCAF	8	<p>Will DoS consider reinstating the process where Council members were assigned to associations for 3 to 4 month rotations and invited to some the association meetings in that term?</p> <p>In the prior G8 such a system was in place. Over the three year election cycle each councillor attended about one meeting at each association. (One every 3 or 4 months – total 3 meetings per year). He or she was also available as the direct contact to council during their assignment. CAO stated he is trying to reduce time spent by councillors so concern over any further impositions. He is looking at a couple of Town Hall meetings a year to handle this.</p> <p>An alternate of assigning a council in rotation with no call for meetings unless something specific arises.</p> <p>The Mayor confirmed that council would review the matter.</p>
Davis Bay	9	<p>Long Range Capital - 2008 & 2009</p> <p>Submit suggestions and never hear back whether they are ever received, reasons for rejecting or whatever. The secretary reminded council that this had been raised exactly the same in the last two meetings with no change in process. Further, DoS had committed to advising associations when and how to submit their requests but none had been sent.</p> <p>CAO advised that once list is developed there are hearing days to review and comment upon the final list for possible change. It would be very tough to respond to all submissions.</p> <p>The Mayor asked the CAO and staff to look at this and get back to the associations on a good process or better system.</p> <p>The 2010 process will start in the fall this time.</p>
SCAF	10	<p>Capital Budget Process – How and to whom should members submit items</p> <p>While generally covered in prior items it was asked that there be a recap of the right way to do this since the previous CAO had committed to a letter of request being sent. A policy will be developed and advised by the financial officer soonest.</p>
Sandy Hook	11	<p>Has there been any progress in acquisition of the Deerhorn gravel reserve that has been brought up for three years now.</p> <p>Councillor Kershaw felt that at some time a response had been received from the Province but after that it is a mystery. Agreed that Dos would look into it and advise Sandy Hook of results and if needed consider reapplying for the land.</p>
SCAF	12	<p>How are DoS applying for Grants and should a professional be engaged to assist?</p> <p>Inquiry has to how Grant Applications are processed at this time. CAO advised that Andre Boel did much of the writing but on more complex issues the DoS consultants were involved. Many sources have been identified. Policy of applying for a grant and then never using it is</p>

		counterproductive. How can the Community associations help with the process? If something specific is in mind take it to Andre who will assist with the whole process. Specific question on whether an application has been made for the proposed trail in Sechelt. At this meeting the CAO was not sure so will look into it.
SCAF	13	What are the guidelines now for public presentations to Council – application process, how long allowed, submission of subject or material, etc? Contact Connie, briefly outline what it is about and try to keep it to 10 minutes. Just a summary of the talk is needed.

Closing Remarks by Mayor: The Mayor expressed that he felt that the meeting worked well this evening. Liked to see it all kept non-adversarial. Council is there to represent you and to respond to you.

Closing Remarks by Chair: Concurred with all that the Mayor said and saw that self interests had been put aside. He thanked all for their participation and time

Next Meeting – TBA – SCAF will be in touch with Dos

Adjournment – At about 9:06 PM by the Chair

SUPPLEMENTAL – The Attendees

From District

Mayor Darren Inkster	Councillor Alice Janisch
Councillor Ann Kershaw	Councillor Alice Lutes
Councillor Fred Taylor	Councillor Keith Thirkell
Rob Bremner, Administrator	Connie Jordison, Coordinator, Council and Community Relations

From the Associations

Davis Bay	Helen Steeves, Ron Paulson
East Porpoise	Val Morris
Sandy Hook	Gray Waddell and Bob D’Arcy
Sechelt Village	Doug Smith and Ken Croizier
Tuwanek	Linda Williams and Colin Jacobson
West Porpoise	Bob Ware
West Sechelt	Ken Matheson and Michael How