



**SUNSHINE COAST REGIONAL DISTRICT
RECOMMENDATIONS FROM THE ELECTORAL AREA SERVICES COMMITTEE
MEETING**

**April 17, 2025
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHULT, B.C.**

PRESENT: K. Stamford, Electoral Area F
D. McMahon, Electoral Area E
L. Dix, Electoral Area B (Alternate)
L. Lee, Electoral Area A
K. Backs, Electoral Area D

ALSO PRESENT: T. Perreault, Chief Administrative Officer
S. Reid, Corporate Officer
S. Gagnon, GM Community Services
I. Hall, GM Planning and Development
J. Jackson, Manager, Planning and Development
K. Jones, Assistant Manager, Planning and Development
J. Clarke, Senior Planner
N. Copes, Planner II
D. Rajala, Planning Technician III
J. Huntington, Manager, Parks Services
K. Lafortune, Capital Projects Coordinator, Marine Infrastructure
K. Doyle, Manager, Asset Management
A. O'Brien, Administrative Assistant/Recorder

OTHERS: A. Toth, District of Sechelt
Public – 9
Media – 1

1. CALL TO ORDER

The Electoral Area Services Committee meeting was called to order at 9:30 a.m.

Director Backs was appointed Vice-Chair for the meeting.

2. AGENDA

2.1 Adoption of Agenda

The agenda was adopted as presented.

4. REPORTS

Recommendation No. 1 *Reports for Information*

The Electoral Area Services Committee recommended that the following report from the Electoral Area Services Committee meeting of April 17, 2025 be received for information:

- Item No. 4.1: *Official Community Plan (OCP) Renewal Project Update #3 - April 2025*

4.2 Official Community Plan (OCP) Phase 1 Engagement Details

Recommendation No. 2

The Electoral Area Services Committee recommended that the Engagement Plan included as Attachment A be approved as presented.

4.3 Official Community Plan (OCP) Budget Update & Contract Amendment

Recommendation No. 3

The Electoral Area Services Committee recommended that Contract No. 235002 with KPMG LLP for consulting services related to Official Community Plan (OCP) and Zoning Bylaw Comprehensive Review be increased from \$780,780 to a maximum contract value of \$1,000,000 (excluding GST), to allow for changes to support the endorsed scope;

AND THAT the delegated signatories be authorized to execute the contract;

AND THAT the OCP project be increased by \$94,383 funded from Provincial Capacity Funding for Local Government Housing Initiatives grant funding;

AND FURTHER THAT the 2025-2029 Financial Plan be amended accordingly.

4.4 Preliminary Project Considerations for An Early Update to Bylaw 337 to Enable Auxiliary Dwelling Units (ADUs) and Secondary Suites

Recommendation No. 4

The Electoral Area Services Committee recommended that a proposal to amend Zoning Bylaw 337 to allow secondary suites in Residential Zones outside of Wastewater Treatment Service Areas be provided to a future Committee.

4.5 Development Variance Permit DVP00112 (14 - 4622 Sinclair Bay Road) - Electoral Area A

Recommendation No. 5

The Electoral Area Services Committee recommended that Development Variance Permit DVP00112, to allow for the construction of a single unit dwelling and detached garage on the property located at 14-4622 Sinclair Bay Road, be issued to vary Zoning Bylaw No. 337 as follows:

(a) Section 711(5) to reduce the minimum parcel line setback for structures from 7.5 m to 5.1 m for the buildings and 4.5 m for projections.

4.6 Development Variance Permit DVP00111 (5299 Taylor Crescent) - Electoral Area B

The Chair invited members of the public to provide comments regarding Development Variance Permit DVP00111.

Warren Douglas Glass, neighbouring property owner, expressed opposition to the Development Variance Permit DVP00111.

Ray Dierolf, builder for the project, provided historical background information regarding the Development Variance Permit DVP00111 application and the rationale for the roof height and setback variance request.

Andrew Glass, 5297 Taylor Crescent, expressed opposition to the Development Variance Permit DVP00111.

Amy Thompson, subject property owner, provided background information regarding the application process and how changes to the zoning bylaw mid-project resulted in the need for a Development Variance Permit.

Recommendation No. 6

The Electoral Area Services Committee recommended that Development Variance Permit DVP000111, to allow for the construction of a single unit dwelling on the property located at 5299 Taylor Crescent, be issued to vary Zoning Bylaw No. 722 as follows:

(a) Section 5.14.1 (b) to reduce the minimum setback of a building or structure from a side parcel line from 4 m to 1.5 m to permit a building up to 9.65 m in height.

Director McMahon opposed.

4.7 LCRB Liquor Primary Application – Langdale Heights RV & Golf Resort at 2170 Port Mellon Highway (Electoral Area F)

Recommendation No. 7

The Electoral Area Services Committee recommended that SCRD supports the proposed Liquor Primary License subject to:

(a) Establishment by the LCRB of a patron capacity limit that considers staff and other occupants to ensure an overall building occupancy that does not exceed 30 people for the purpose of complying with B.C. Building Code; and,

(b) That no outdoor amplified music be permitted.

4.8 Coopers Green Park Enhancement Project Options**Recommendation No. 8**

The Electoral Area Services Committee recommended that the Coopers Green Park Enhancement Project proceed with the necessary planning and designing for the construction of a washroom building with flushable toilet(s) with any remaining project budget to be used to construct a natural play area/social space.

The Committee recessed at 11:18 a.m. and reconvened at 11:25 a.m.

Recommendation No. 9

The Electoral Area Services Committee recommended that a subsequent report for the final design and cost estimate for a washroom building with flushable toilets for the Coopers Green Park Enhancement Project be brought forward to a future committee meeting prior to proceeding with construction.

4.9 Keats Landing Dock Major Repair - Project Update**Recommendation No. 10**

The Electoral Area Services Committee recommended that staff continue with the Keats Landing Dock Major Repair project and report back with a construction contract award report.

5. COMMUNICATIONS**5.1 Ross Siemens, Mayor, City of Abbotsford, dated February 28, 2025****Recommendation No. 11**

The Electoral Area Services Committee recommended that the correspondence from Ross Siemens, Mayor, City of Abbotsford, dated February 28, 2025, regarding request for resolution of support for City of Abbotsford's UBCM Resolution for Infrastructure Support for Specified Municipalities – Housing Supply Act be received for information.

8. IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) and (k) of the *Community Charter* – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality” and “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

The Electoral Area Services moved In Camera at 11:38 a.m.

The Electoral Area Services moved out of In Camera at 12:03 p.m.

9. ADJOURNMENT

The Electoral Area Services Committee meeting adjourned at 12:03 p.m.

Chair