



**SUNSHINE COAST REGIONAL DISTRICT
REGULAR BOARD MEETING TO BE HELD
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.**



THURSDAY APRIL 9, 2015

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of March 26, 2015

Annex A
Pages 1-32

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

3. Administrator's Report Annex B
pp 33-34
4. Directors' Reports Verbal
5. Corporate and Administrative Services Committee recommendation Nos. 1-3, 5-9, 11 and 13-15 of March 26, 2015 (*recommendation Nos. 4, 10 and 12 previously adopted*) Annex C
pp 35-42
6. Infrastructure Services Committee recommendations of April 2, 2015 (to come forward) Late Item
7. Chief Building Inspector – Placement of Notice on Title Annex D
pp 43-44

MOTIONS

8. THAT the resignation of Alison Sawyer from the Area E Advisory Planning Commission be received.

BYLAWS

9. "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.148, 2015" – ***first reading*** Annex E
pp 45-53
(Voting – Electoral Area Directors – 1 vote each)

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (e), (j) and (k) of the Community Charter –“personal information about an identifiable individual...”, “the acquisition, disposition or expropriation of land or improvements...”, “information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act”, and “negotiations and related discussions respecting the proposed provision of a municipal service ...”

UPCOMING MEETING DATES (TO MAY 15, 2015)

SCRD Board, Committee, and Advisory Committee Meetings

Planning and Development Committee	April 9 at 9:30 a.m.
Regular Board	April 9 at 1:30 p.m.
Natural Resources Advisory Committee (NRAC)	April 15 at 7:00 p.m.
Community Services Committee	April 16 at 1:30 p.m.
Special Corporate and Administrative Services Committee (Library)	April 20 at 1:00 p.m.
Area E Advisory Planning Commission (APC)	April 22 at 7:00 p.m.
Regional Hospital District	April 23 at 1:00 p.m.
Corporate and Administrative Services Committee	April 23 at 1:30 p.m.
Regular Board	April 23 at 7:30 p.m.
Area D Advisory Planning Commission (APC)	April 27 at 7:00 p.m.
Agricultural Advisory Committee (AAC)	April 28 at 3:30 p.m.
Area B Advisory Planning Commission (APC)	April 28 at 7:00 p.m.
Area F Advisory Planning Commission (APC)	April 28 at 7:00 p.m.
Area A Advisory Planning Commission (APC)	April 29 at 7:00 p.m.
Special Planning and Development Committee (Hillside)	April 30 at 1:30 p.m.
Policing Committee	May 4 at 9:00 a.m.
Transportation Advisory Committee	May 4 at 10:15 a.m.
Infrastructure Services Committee	May 7 at 1:30 p.m.
Planning and Development Committee	May 14 at 9:30 a.m.
Regular Board	May 14 at 7:30 p.m.

Other SCRD Meetings (Intergovernmental, Public Hearings, Information Sessions)

Association of Vancouver Island and Coastal Communities (AVICC) Conference	April 10 to 12
Howe Sound Community Forum	May 1

Please note: Meeting dates are current as of date of printing April 2, 2015)



SUNSHINE COAST REGIONAL DISTRICT

March 26, 2015

MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	F. Mauro
	Directors	M. Lebbell L. Lewis A. Lutes (Alt) S. White I. Winn B. Smith (Alt)
ALSO PRESENT:	Manager, Legislative Services	A. Legault
	Treasurer	T. Perreault
	Acting GM, Planning and Development	A. Allen
	GM, Infrastructure Services	B. Shoji
	Deputy Corp. Officer/Recorder	S. Reid
	Media	1
	Public	0

CALL TO ORDER 7:30 p.m.

AGENDA It was moved and seconded

143/15 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes It was moved and seconded

144/15 THAT the Regular Board meeting minutes of March 12, 2015 be adopted as presented.

CARRIED

REPORTS

Administrator's Report

CAO Report **It was moved and seconded**

145/15 THAT the Chief Administrative Officer's report be received.

CARRIED

Director's Reports

Directors provided a verbal report of their activities.

R2 Budget **It was moved and seconded**

146/15 THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-24, 26-27, 29-50, 52 and 54-61 of March 9, 2015 be received, adopted and acted upon as follows:

Recommendation No. 1 *Tetrahedron Access Road Maintenance - 2015 Funding Request*

THAT the correspondence from the Tetrahedron Outdoor Club regarding a 2015 funding request for the maintenance of the Tetrahedron Access Road be received;

AND THAT the topic of Tetrahedron Access Road Maintenance funding be deferred to the March 10, 2015 Special Corporate and Administrative Services Committee Meeting pending a discussion regarding the Sunshine Coast Regional District (SCRD) Board lobbying the Ministry of Forest Lands and Natural Resources to provide the maintenance funding for this road;

AND FURTHER THAT the Tetrahedron Outdoor Club be requested to send a letter to the SCR D Board Chair requesting the SCR D Board to advocate for Provincial support and funding for the maintenance of the Tetrahedron Access Road through the Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM).

Recommendation No. 2 *Economic Development - Coast Cultural Alliance*

THAT the correspondence from the Coast Cultural Alliance regarding a 2015 economic development funding request in support of the Sunshine Coast Art Crawl and the Arts and Culture Calendar be received.

146/15 cont.

Recommendation No. 3 *Economic Development – Community Resource Centre: Information and Referral*

THAT the correspondence from the Community Resource Centre regarding a 2015 economic development funding request for the ongoing support and evaluation, and training and networking for the expansion of the Information and Referral Hubs be received.

Recommendation No. 4 *Economic Development – Pender Harbour Community School Society: Information and Referral*

THAT the correspondence from the Pender Harbour Community School Society regarding a 2015 economic development funding request for the continuation of the Information and Referral Project for Electoral Area A be received.

Recommendation No. 5 *Economic Development – Electoral Areas E and F and Gibsons: Information and Referral*

THAT the correspondence from the Gibsons and District Chamber of Commerce regarding a 2015 economic development funding request for an Information and Referral pilot project for the Gibsons Area be received.

Recommendation No. 6 *Economic Development – Coast Car Co-Op*

THAT the correspondence from Coast Car Co-Op regarding a 2015 economic development funding request for the purchase of 3 vehicles for use in Electoral Areas A, E and F be received;

AND THAT the summary page, provided at the meeting, titled “Look at where Year One took us!” be received.

Recommendation No. 7 *Economic Development*

THAT the decisions pertaining to economic development funding requests be referred to the March 10, 2015 Special Corporate and Administrative Services Committee Meeting.

Recommendation No. 8 *General Government Services [110-112] - 2015 R2 Budget Proposal*

THAT the Manager, Legislative Services’ report titled “General Government [110-112] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 1 – Consultant for Strategic Plan Process and 2015/2018 Strategic Plan, \$30,000 funded from 2014 Surplus.

146/15 cont. **Recommendation No. 9** *General Government Services [110-112] - 2015 R2 Budget Proposal*

THAT the following budget proposal be deferred to 2016 Budget:

- Budget Proposal 4 – Citizen Survey, \$25,000 funded from 2014 Surplus.

Recommendation No. 10 *General Government Services [110-112] - 2015 R2 Budget Proposal*

THAT the budgets for General Government, Legislative Services and Administrative Services [110-112] be moved to adoption as amended.

Recommendation No. 11 *Field Road Administration Building [114] – 2015 R2 Budget Proposals*

THAT the Manager, Financial Services’ report titled “Field Road Administration Building [114] – 2015 R2 Budget Proposals” be received;

AND THAT the following budget proposal be deferred to 2016 Budget due to scope of work and payback information from consultant not available in time for 2015 Budget:

- Budget Proposal 1 – HVAC Control Optimization, \$30,000 funded through Support Services.

Recommendation No. 12 *Field Road Administration Building [114] – 2015 R2 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – MANDATORY - Boardroom Sound System Upgrade, \$20,000 funded through Support Services.

Recommendation No. 13 *Field Road Administration Building [114] – 2015 R2 Budget Proposals*

THAT the following budget proposal be deferred to 2016 Budget for consideration:

- Budget Proposal 3 – Boardroom Video System Upgrade, \$18,000 funded through Support Services.

Recommendation No. 14 *Field Road Administration Building [114] – 2015 R2 Budget Proposals*

THAT the following budget proposals be deferred to 2016 Budget for consideration:

146/15 cont.

- Budget Proposal 4 – Meeting Room Upgrades (Cedar and Arbutus Rooms), \$20,000 funded through Support Services;
- Budget Proposal 5 – Camera Recording and Streaming Equipment, \$10,000 funded through Support Services;

AND THAT the budget for Field Road Administration Building [114] be moved to adoption as amended.

Recommendation No. 15 *Provincial Decision Regarding Transit Expansion*

THAT a letter be sent to the Union of British Columbia Municipalities (UBCM) expressing the Sunshine Coast Regional District (SCRD) Board's concerns surrounding the Province's decision to fund only base level service and not proceed with the Transit Expansion to all BC Transit systems across the Province;

AND THAT the letter be copied to the Association of Vancouver Island and Coastal Communities (AVICC), the Ministry of Transportation and Infrastructure and to BC Transit.

Recommendation No. 16 *Public Transit [310] – 2015 R2 Budget Proposal*

THAT the Manager, Transit and Fleet's report titled "Transit [310] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposals be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – Increase Transit Base Budget, \$65,000 funded through Taxation;
- Budget Proposal 3 – Implement Transit Marketing Initiative, \$10,000 (cost share with BC Transit \$5,000) funded through Taxation and User Fees;
- Budget Proposal 4 – Increase Transit Service Person FTE by 0.5, \$32,000 funded through Taxation;
- Budget Proposal 5 – 2015 Transit Expansion (\$35,000) prorated (4 months September to December) elimination of the net cost of 2015 annual transit expansion (\$103,000) reducing Taxation;

AND FURTHER THAT the budget for Public Transit [310] be moved to adoption as amended.

146/15 cont.

Recommendation No. 17 *Ports [345] – 2015 R2 Budget Proposal*

THAT the Manager, Transit and Fleet’s report titled “Ports [345] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 1 – MANDATORY – 2015 Ports Capital Work Plan, \$120,000 funded \$100,000 through Taxation and \$20,000 from Capital Reserves.

Recommendation No. 18 *Ports [345] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – MANDATORY – Bylaw Amendment Regarding Ports Funding Allocation, \$3,500 funded through Taxation.

Recommendation No. 19 *Ports [345] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 3 – Annual Ports Capital Reserve Contribution, \$50,000 funded through Taxation.

Recommendation No. 20 *Ports [345] – 2015 R2 Budget Proposal*

THAT the budget for Ports [345] be moved to adoption as amended.

Recommendation No. 21 *Regional Solid Waste [350-353] – 2015 R2 Budget Proposal*

THAT the Manager, Waste Reduction and Recovery’s report titled “Regional Solid Waste [350-353] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 12– Multi-Material BC (MMBC) Revenue Allocation, \$136,700 funded through MMBC Revenue;

AND THAT the variable tonnage receipts from MMBC in a projected amount of \$93,000 be used to support the Green Waste Program and to offset taxation in Regional Solid Waste.

146/15 cont.

Recommendation No. 22 *Regional Solid Waste [350-353] – Multi-Materials BC (MMBC) Fixed Revenue Allocation*

THAT \$22,000 of the fixed Multi-Materials BC Revenue be used to offset Administrative Services by reducing taxation and \$6,700 be used to fund Education and Outreach.

Recommendation No. 23 *Regional Solid Waste [350-353] – 2015 R2 Budget Proposal*

THAT the budgets for Regional Solid Waste [350-353] be moved to adoption as amended.

Recommendation No. 24 *Dakota Ridge Recreation Service Area [680] – 2015 R2 Budget Proposal*

THAT the Manager, Parks Services' report titled "Dakota Ridge [680] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – Utility Terrain Vehicle (UTV), \$19,900 funded from 2014 Surplus and Operating Reserve.

Recommendation No. 26 *Community Recreation Facilities [615, 616, 617, 620, 621] – 2015 R2 Budget Proposal*

THAT the Manager, Recreation Services report titled "Recreation Facilities [615] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 3 - MANDATORY – Sechelt Aquatic Centre (SAC) [621] – Panel Repair Assessment, \$10,000 funded through Taxation.

Recommendation No. 27 *Community Recreation Facilities [615, 616, 617, 620, 621] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 4 – Sunshine Coast Arena (SA) [620] – Base Budget Increase, \$15,000 funded through Taxation (Line 403 \$7,500 and Line 447 \$7,500).

146/15 cont. **Recommendation No. 29** *Community Recreation Facilities [615, 616, 617, 620, 621]*

THAT the budgets for Community Recreation Facilities [615], Gibsons Aquatic Centre [616], Gibsons and Area Community Centre [617], Sechelt Arena [620], Sechelt Aquatic Centre [621] be moved to adoption as amended.

Recommendation No. 30 *Pender Harbour Aquatic and Fitness Centre (PHAFC) [625] – 2015 R2 Budget Proposal*

THAT the Manager, Pender Harbour Aquatic and Fitness Centre's (PHAFC) report titled "Pender Harbour Aquatic and Fitness Centre [625] – 2014 R2 Budget Proposal" be received;

AND THAT that the following budget proposals be approved and incorporated into the 2015 Budget:

- Budget Proposal 1 – Reduction of Revenues, \$4,000 funded through Taxation;
- Budget Proposal 3 – Energy Project (Mechanical upgrades only), \$17,000 funded through Taxation (not eligible for BC Hydro Rebate) and reduction to base budget of \$3,400 annually;
- Budget Proposal 4 – Gym Equipment Replacement / Capital Replacement, in the amount of \$8,000- \$5,500 from taxation and \$2,500 from the annual 5% from HST Contribution to Reserves towards capital replacements of gym equipment;

AND FURTHER THAT the budget for Pender Harbour Aquatic and Fitness Centre (PHAFC) [625] be moved to adoption as amended.

Recommendation No. 31 *Regional Recreation Programs [670] – 2015 R2 Budget Proposal*

THAT the Acting General Manager, Community Services' report titled "Recreation Programs [670] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 1 – Sechelt Youth Centre, \$3,900 funded from Operating Reserves;

AND FURTHER THAT the budget for Regional Recreation Programs [670] be moved to adoption as amended.

146/15 cont. **Recommendation No. 32** *Gibsons and District Public Library [640] – 2015 R2 Budget Proposal*

THAT the Treasurer’s report titled “Gibsons and District Public Library [640] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – Annual Contribution to Reserves, \$50,000 funded through Taxation.

Recommendation No. 33 *Gibsons and District Public Library [640] – 2015 R2 Budget Proposal*

THAT the budget for Gibsons and District Public Library [640] be moved to adoption as amended.

Recommendation No. 34 *Egmont Fire Protection [218] – 2015 R2 Budget Proposal*

THAT the Acting General Manager, Community Services’ report titled “Egmont Fire Protection [218] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – Annual Contribution to Capital Reserves, \$5,000 funded through Taxation;

AND THAT the budget for Egmont Fire Protection [218] be moved to adoption as amended.

Recommendation No. 35 *Hillside Development Project [540] – 2015 R2 Budget Proposal*

THAT the General Manager, Planning and Development’s report titled “Hillside Development Project [540] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be deferred to 2016 Budget for more information:

- Budget Proposal 2 – Business Plan for Hillside, \$50,000 funded through Taxation;

AND THAT the budget for Hillside Development Project [540] be moved to adoption as presented.

146/15 cont.

Recommendation No. 36 *Economic Development [531-535]*

THAT the “Economic Development 2015 Round 2 Budget” worksheet be received;

AND THAT Economic Development [531-535] functions be referred to the March 10, 2015 Special Corporate and Administrative Services Committee Meeting.

Recommendation No. 37 *Rural Areas Grants-In-Aid [121-129]*

THAT the spreadsheet titled “Rural Areas Grants-in-Aid Worksheet 2015” be received.

Recommendation No. 38 *Rural Areas Grant-in-Aid Area A [121]*

THAT Rural Areas Grant-in-Aid Area A [121] discretionary be reduced by \$2,238 from \$27,238 to \$25,000;

AND THAT the budget for Rural Areas Grant-in-Aid Area A [121] be moved to adoption as amended.

Recommendation No. 39 *Rural Areas Grant-in-Aid Area D [127]*

THAT \$2,000 from discretionary be used to increase the contribution to the Roberts Creek Community School Garden for a total of \$10,000;

AND THAT the budget for Rural Areas Grant-in-Aid Area D [127] be moved to adoption as amended.

Recommendation No. 40 *Rural Areas Grant-In-Aid Area E [128]*

THAT the budget for Area E Grant-in-Aid [128] be moved to adoption as presented.

Recommendation No. 41 *Rural Areas Grant-In-Aid Area F [129]*

THAT the budget for Area F Grant-in-Aid [129] be moved to adoption as presented.

Recommendation No. 42 *Rural Areas Grant-in-Aid Area B [122]*

THAT budget for Rural Areas Grant-in-Aid Area B [122] be moved to adoption as presented.

Recommendation No. 43 *Rural Areas Grant-In-Aid Area E and F [123]*

THAT the budget for Area E and F Grant-in-Aid [123] be moved to adoption as presented.

146/15 cont.

Recommendation No. 44 *Rural Areas Grant-In-Aid Greater Gibsons Community Participation (GGCP) [126]*

THAT the budget for Greater Gibsons Community Participation (GGCP) [126] discretionary be reduced by \$9,145 to offset taxation;

AND THAT the budget for Rural Areas Grant-in-Aid Greater Gibsons Community Participation (GGCP) [162] be moved to adoption as amended.

Recommendation No. 45 *Rural Areas Grant-in-Aid – Community Schools [125]*

THAT the budget for Rural Areas Grant-in-Aid Area Community Schools [125] be moved to adoption as presented.

Recommendation No. 46 *Regional Water Service [370] – 2015 R2 Budget Proposal*

THAT the General Manager, Infrastructure Services' report titled "Regional Water Service [370] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 4 – Universal Water Metering – Phase 1 – Planning and Outreach, \$50,000 funded through Existing User Fees (Includes Temporary 0.6 FTE for 2015 only);

AND FURTHER THAT the budget for Regional Water Service [370] be moved to adoption as amended.

Recommendation No. 47 *Regional Water Service [376,377,378]*

THAT the budgets for Regional Water Service: New Connections [376], Mains Replacement [377], New Construction [378] be moved to adoption as presented.

Recommendation No. 48 *Community Parks [650] – 2015 R2 Budget Proposal*

THAT the Manager, Parks Services' report titled "Community Parks [650] – 2015 R2 Budget Proposal" be received;

AND THAT the following budget proposals be approved and incorporated into the 2015 Budget:

- Budget Proposal 6 – MANDATORY – Sir Thomas Lipton Park Bridge Repair – Gambier Island, \$15,000 funded through Taxation, adding \$3,000 to base budget for maintenance starting in 2016;

146/15 cont.

- Budget Proposal 13 – Parks Utility Terrain Vehicle Upgrade, \$12,000 (matching funds from [680]) funded from 2014 Surplus;
- Budget Proposal 16 – Cliff Gilker Washroom Lighting, \$2,900 funded through Taxation (with potential BC Hydro rebate of \$1,100) and base budget reduction to hydro of \$450 annually;
- Budget Proposal 17 – Frank West Hall Lighting, \$12,000 funded through Taxation (with potential BC Hydro rebate of \$1,200) and base budget reduction to hydro of \$800 annually;
- Budget Proposal 21 – Gambier Island Request for Funding – Community Information and Amenities, funded \$4,500 through Taxation.

Recommendation No. 49 *Community Parks [650] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 18 – Ruby Lake Boat Launch, \$30,000 funded through Taxation.

Recommendation No. 50 *Community Parks [650] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 20 – Shirley Macey Sand Volleyball Courts (outdoor shower / foot wash only), \$3,000 funded through Taxation;

AND THAT any surplus from the project be transferred to reserves in 2016;

AND FURTHER THAT the lighting portion of the Shirley Macey Sand Volleyball Courts project be deferred to 2016 Budget pending analysis of the hours and amount of usage of the courts which may affect the need for lighting.

Recommendation No. 52 *Community Parks [650] – 2015 R2 Budget Proposal*

THAT the Manager, Parks Services' report titled "Community Parks [650] – 2015 R2 Budget Proposal" be received;

146/15 cont.

AND THAT the following budget proposal be abandoned in the 2015 Budget:

- Budget Proposal 5 – MANDATORY – Granthams Hall Restoration;

AND FURTHER THAT the budget for Community Parks [650] be moved to adoption as amended.

Recommendation No. 54 *Bicycle and Walking Paths [665] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 2 – Area B Highway 101 to Mintie Road, \$145,000 funded through Gas Tax.

Recommendation No. 55 *Bicycle and Walking Paths [665] – 2015 R2 Budget Proposal*

THAT the following budget proposal be deferred pending information from the Ministry of Transportation and Infrastructure (MoTI) on their funding commitment:

- Budget Proposal 7 – Area E Poplars Park (Phase 2), \$225,000 to \$450,000 depending on MoTI contribution, with remaining funded through Gas Tax.

Recommendation No. 56 *Bicycle and Walking Paths [665] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 8 – Area F Marine Drive (Phase 2), \$340,000 funded through Gas Tax;

AND THAT the budget for Bicycle / Walkways [665] be moved to adoption as amended.

Recommendation No. 57 *Roberts Creek Library Service [646]*

THAT the budget for Roberts Creek Library Service [646] be moved to adoption as presented.

Recommendation No. 58 *Museum Service [648]*

THAT the Museum [648] Budget be moved to adoption as presented.

146/15 cont. **Recommendation No. 59** *Cemetery [400]*

THAT the budget for Cemetery [400] be moved to adoption as presented.

Recommendation No. 60 *Bylaw Enforcement [200] and Animal Control [290]*

THAT the budgets for Bylaw Enforcement [200] and Animal Control [290] be referred to March 10, 2015 Special Corporate and Administrative Services Committee meeting for more information.

Recommendation No. 61 *Provincial Government Funding History*

THAT staff report to a Corporate and Administrative Services Committee meeting in 2015 regarding a 10 year history of Provincial downloading, providing a list of areas and functions that the Sunshine Coast Regional District (SCRD) is now funding that were previously funded by the Province.

CARRIED

R2 Budget **It was moved and seconded**

147/15 THAT Special Corporate and Administrative Services Committee recommendation Nos. 25, 28 and 53 of March 9, 2015 be received, adopted and acted upon as amended, as follows:

Recommendation No. 25 *Dakota Ridge Recreation Service Area [680] – 2015 R2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 3 – Alternate Power Source, \$25,000 funded through Taxation with condition that the project will only proceed if grant funding has been confirmed from Telus or other sources for the remainder of the project cost \$25,000;

AND THAT the \$25,000 be *brought forward for reconsideration in 2016* if the project does not achieve grant funding;

AND FURTHER THAT the budget for Dakota Ridge [680] be moved to adoption as amended.

Recommendation No. 28 *Community Recreation Facilities [615, 616, 617, 620, 621] – 2015 R2 Budget Proposal*

THAT the following budget proposals be approved and incorporated into the 2015 Budget:

147/15 cont.

- Budget Proposal 5 – Recreation Coordinator Increase (1 FTE), \$37,500 prorated amount for 2015 funded through Revenues of \$10,000 and Taxation \$27,500 (\$75,000 -\$25,000 Revenue & \$50,000 taxation-for 2016 and thereafter);
- Budget Proposal 7 – Sechelt Aquatic Centre (SAC) [621] – Legal Fees, \$153,093 funded through Taxation.

Director Lebbell opposed

Recommendation No. 53 *Bicycle and Walking Paths [665] – 2015 R2 Budget Proposal*

THAT the Manager, Parks Services’ report titled “Bicycle and Walking Paths [665] – 2015 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2015 Budget:

- Budget Proposal 1 – Bikeway/Walkway Maintenance, \$7,500 funded through Taxation (increase to base budget).

CARRIED

R2 Budget

It was moved and seconded

148/15

THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-12 of March 10, 2015 be received, adopted and acted upon as follows:

Recommendation No. 1 *Tetrahedron Access Road Maintenance - 2015 Funding Request*

THAT the Tetrahedron Outdoor Club be requested to submit a Rural Areas Grant-in-Aid application for the full amount of the Tetrahedron Access Road Maintenance for 2015 along with letter requesting SCRD support in seeking funding from the Province;

AND THAT the Tetrahedron Outdoor Club also be requested to send grant-in-aid applications to the Town of Gibsons, District of Sechelt and Sechelt Indian Government District.

Recommendation No. 2 *Tetrahedron Access Road Maintenance - 2015 Funding Request*

THAT staff investigate other options including Gas Tax for funding Tetrahedron Access Road Maintenance and report to the March Corporate and Administrative Services Committee Meeting.

148/15 cont.

Recommendation No. 3 *Economic Development – Gibsons and District Chamber of Commerce*

THAT the Gibsons and District Chamber of Commerce (GDCC) 2015 budget submission projects, be funded as follows:

- Travel Ambassadors - Annual Funding (only) \$1,500:
 - [531] Economic Development Area A \$300;
 - [532] Economic Development Area B \$300;
 - [533] Economic Development Area D \$300;
 - [534] Economic Development Area E \$300;
 - [535] Economic Development Area F \$300;
- Visitor Information Centre \$6,500:
 - [533] Economic Development Area D \$500;
 - [534] Economic Development Area E \$1,972;
 - [535] Economic Development Area F \$4,000;
- Visitor Information Park \$1,500:
 - [534] Economic Development Area E \$125;
 - [535] Economic Development Area F \$500;
- Economic Development \$20,000 (Investor Website Hosting, Economic Development Inquiries, Economic Gardening, and other Tourism Initiatives:
 - [533] Economic Development Area D \$3,700;
 - [534] Economic Development Area E \$2,800;
 - [535] Economic Development Area F \$6,500.

Recommendation No. 4 *Economic Development – Pender Harbour Community School (Information and Referral)*

THAT the Pender Harbour Community School (Information and Referral) be funded \$5,000 from [531] Economic Development Area A.

Recommendation No. 5 *Economic Development – Gibsons and District Chamber of Commerce (Information and Referral)*

THAT the Gibsons and District Chamber of Commerce (Information and Referral) be funded \$5,000 from [535] Economic Development Area F and \$2,500 from [534] Economic Development Area E.

Recommendation No. 6 *Economic Development – Community Resource Centre (Information and Referral)*

THAT the Community Resource Centre (CRC) - Information and Referral be funded for maintenance of the CRC “Hub” website \$250 from [534] Economic Development Area E and \$250 from [535] Economic Development Area F.

148/15 cont.

Recommendation No. 7 *Coast Cultural Alliance: Sunshine Coast Art Crawl and Arts and Cultural Calendar*

THAT the Coast Cultural Alliance Economic Development requests for Sunshine Coast Art Crawl and Arts and Cultural Calendar be funded as follows:

- Sunshine Coast Art Crawl \$3,100 and Arts and Cultural Calendar \$2,000:
 - Economic Development Area A [531] \$1,020 Discretionary
 - Economic Development Area B [532] \$1,020 Discretionary
 - Economic Development Area D [533] \$1,020 Discretionary
 - Economic Development Area E [534] \$1,020 Discretionary
 - Economic Development Area F [535] \$1,020 Discretionary.

Recommendation No. 8 *Economic Development – Coast Car Co-Op*

THAT the Coast Car Co-Op Economic Development request be funded as follows:

- Vehicle Purchase:
 - Economic Development Area E [534] \$500 Discretionary
 - Economic Development Area F [535] \$1,500 Discretionary;
- Outreach and Communications:
 - Economic Development Area D [533] \$500 Discretionary
 - Economic Development Area F [535] \$250 Discretionary.

Recommendation No. 9 *Economic Development [531-535]*

THAT the budgets for Economic Development be actioned as follows in 2015 Budget:

- [531] Economic Development Area A move the budget to adoption as amended;
- [532] Economic Development Area B move the budget to adoption as amended;
- [533] Economic Development Area D move the budget to adoption as amended;
- [534] Economic Development Area E move the budget to adoption as amended;
- [535] Economic Development Area F reduce discretionary to \$10,125, offsetting Taxation and move the budget to adoption as amended.

148/15 cont. **Recommendation No. 10** *Fleet Tracking / Global Positioning System (GPS)*

THAT the topic of Fleet Tracking / Global Positioning System (GPS) be deferred to 2016 Budget along with funding options and other possibilities for tracking fleet vehicles;

AND THAT staff report to a future Corporate and Administrative Services Committee in the late fall as part of the 2016 Work Plan as to how the issue of fleet tracking has been addressed with the union.

Recommendation No. 11 *Bylaw Enforcement [200]*

THAT the budget for Bylaw Enforcement [200] be moved to adoption as presented.

Recommendation No. 12 *Animal Control [290]*

THAT the budget for Animal Control [290] be moved to adoption as presented.

CARRIED

Planning **It was moved and seconded**

149/15 THAT Planning and Development Committee recommendation Nos. 1 and 4-22 of March 12, 2015 be received, adopted and acted upon as follows:

Recommendation No. 1 *Delegation Materials – BluEarth Renewables Inc.*

THAT the delegation materials from BluEarth Renewables be received.

Recommendation No. 4 *Community Benefit Policy for Independent Power Production and Resource Development*

THAT the staff report dated March 4, 2015 and titled “Community Benefit Policy for Independent Power Production and Resource Development” be received;

AND THAT staff revise the *Sunshine Coast Regional District Community Benefit Policy for Independent Power Production and Resource Development* to clarify that it should apply to independent power production and resource development, with land development rezoning benefits/amenities being subject to a separate policy, and report back to a future Planning and Development Committee meeting.

149/15 cont. **Recommendation No. 5** *SCRD Zoning Amendment Bylaw No. 310.148, 2015 - AG Zone*

THAT the General Manager, Planning and Development report dated February 4, 2015 and titled “Zoning Amendment Bylaw No. 310.148 - ‘AG Zone’ (Electoral Areas B-F)” be received;

AND THAT *SCRD Zoning Amendment Bylaw No. 310.148, 2015* be forwarded to the Board for First Reading;

AND THAT *SCRD Zoning Amendment Bylaw No. 310.148, 2015* be referred to the Agricultural Advisory Committee, Electoral Area B, D, E and F Advisory Planning Commissions, Roberts Creek Official Community Plan Committee, the Agricultural Land Commission, and the Ministry of Agriculture for comments;

AND THAT *SCRD Zoning Amendment Bylaw No. 310.148, 2015* be referred to Electoral Area A Advisory Planning Commission and the Egmont/Pender Harbour Official Community Plan Review Committee for information;

AND THAT following receipt of referral comments, staff conduct a public information meeting outlining the provisions and rationale for *SCRD Zoning Amendment Bylaw No. 310.148, 2015*;

AND FURTHER THAT staff bring *SCRD Zoning Amendment Bylaw No. 310.148, 2015* to a future Planning & Development Committee meeting for further consideration.

Recommendation No. 6 *Development Variance Permit Application No. 337.145*

THAT the staff report dated February 23, 2015 and titled “Development Variance Permit Application No. 337.145 (Powell for Reid/Nelson) (Area A)” be received;

AND THAT Development Variance Permit No.337.145 (Powell for Reid/Nelson) be issued to relax the setback to an exterior side parcel line from 4.5 metres as required by Section 611.4(d) of *Sunshine Coast Regional District Zoning Bylaw No. 337, 1990* to 1.5 metres to allow for the construction of a new single family dwelling on Lot 1 Block 6 District Lot 1397 Plan VAP4479, subject to:

a. Receipt of referral comments from the *shíshálh* Nation and that any issues raised by the *shíshálh* Nation be addressed.

Recommendation No. 7 *Development Permit with a Variance B-66*

THAT the staff report dated February 23, 2015 and titled “Development Permit with a Variance B-66 (Spani for Reed) (Area B)” be received;

149/15 cont.

AND THAT Development Permit with a Variance B-66 (Spani for Reed) be issued to relax the setback to a rear parcel line from 2 metres as required by Section 611.5(2) of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1989* to 0 metres to allow for the construction of a new single family dwelling on Lot 7 of Lot 6 Block 9 District Lot 1427 Plan 8762, subject to:

- a. Receipt of referral comments from the *shíshálh* Nation and that any issues raised by the *shíshálh* Nation be addressed.

Recommendation No. 8 *G&DCC 2014 Q4 Report to the SCRD*

THAT the Gibsons & District Chamber of Commerce report titled “2014 Q4 Report to the SCRD” be received.

Recommendation No. 9 *Building Department Revenues Report – February 2015*

THAT the staff report titled “Building Department Revenues for February 2015” be received for information.

Recommendation No. 10 *Planning and Development Division Monthly Report – Feb. 2015*

THAT the staff report titled “Planning and Development Division Monthly Report February 2015” be received.

Recommendation No. 11 *Natural Resources Advisory Committee Minutes of March 4, 2015*

THAT the Natural Resources Advisory Committee meeting notes of March 4, 2015 be received.

Recommendation No. 12 *Agricultural Advisory Committee Notes of February 24, 2015*

THAT the Agricultural Advisory Committee meeting notes of February 24, 2015 be received.

Recommendation No. 13 *OBESAC Minutes of February 21, 2015*

THAT the Ocean Beach Esplanade Stewardship Advisory Committee Minutes of February 21, 2015 be received;

AND THAT Recommendation No. 1 from the Ocean Beach Esplanade Stewardship Advisory Committee Minutes of February 21, 2015 be adopted and acted upon as amended, as follows:

149/15 cont.

Recommendation No. 1 - Options for Ocean Beach Road Closures

That a more detailed Official Community Plan amendment be presented *by staff to the Planning and Development Committee* that sets clear objectives for future road closure applications and to ensure that public space elements are considered by both the Ministry of Transportation and Infrastructure and applicants. The Committee supports in principle the listed criteria in the staff report as a starting point for discussion.

Recommendation No. 14 *Egmont/Pender Harbour (Area A) APC Minutes of Feb. 25, 2015*

THAT the Egmont/Pender Harbour (Area A) APC Minutes of February 25, 2015 be received.

Recommendation No. 15 *Halfmoon Bay (Area B) APC Minutes of February 24, 2015*

THAT the Halfmoon Bay (Area B) APC Minutes of February 24, 2015 be received;

AND THAT the in-part recommendation from the Halfmoon Bay (Area B) APC Minutes of February 24, 2015 be adopted and acted upon as follows:

5.1 Development Permit with a Variance Application No. B-66

3. That public road access and foreshore lands shall be maintained as accessible to the public and that no private developments shall encroach upon these public lands;

AND THAT staff investigate new developments that have road access to the water for encroachments that may impede public access;

AND FURTHER THAT staff report to a future Planning and Development Committee meeting on the issue of public access to the water via road allowances and provide options to the Board for moving forward.

Recommendation No. 16 *Roberts Creek (Area D) APC Minutes of February 23, 2015*

THAT the Roberts Creek (Area D) APC Minutes of February 23, 2015 be received.

149/15 cont. **Recommendation No. 17** *West Howe Sound (Area F) APC Minutes of February 24, 2015*

THAT the West Howe Sound (Area F) APC Minutes of February 24, 2015 be received;

AND THAT the recommendation from the West Howe Sound (Area F) APC Minutes of February 24, 2015 be adopted and acted upon as amended, as follows:

6.1 Transition Houses – Zoning Amendment Bylaw 310.163

That the report be tabled until the next meeting, and that the Planning Technician attend the meeting.

Recommendation No. 18 *Regional District Representation in B.C. Environmental Stewardship Initiatives*

THAT the correspondence from Barry Pages, Chair, Skeena-Queen Charlotte Regional District, dated February 2, 2015 regarding Regional District Representation in B.C. Environmental Stewardship Initiatives be received;

AND THAT a letter of support be provided to the Skeena-Queen Charlotte Regional District regarding its request to the provincial government to review the consultation process framework to allow for Regional District representation in the environmental stewardship initiatives taking place throughout the province.

Recommendation No. 19 *Sakinaw Woods Strata Access*

THAT the correspondence from Todd Stone, Minister, Ministry of Transportation and Infrastructure, dated February 4, 2015 regarding Sakinaw Woods Strata Access be received;

AND THAT a letter be sent to the Sakinaw Woods Strata landowners and neighbouring property owners advising of the Ministry of Transportation and Infrastructure's correspondence indicating support for dedicating the existing private road as a public road, if it was first upgraded to a two-way, all-weather, maintainable standard and inquire as to how they would like to proceed.

Recommendation No. 20 *Woodfibre LNG Environmental Assessment*

THAT the correspondence from Hon. Leona Aglukkaq, P.C., M.P., Minister of the Environment, dated February 11, 2015 regarding Woodfibre LNG Environmental Assessment be received.

149/15 cont. **Recommendation No. 21** *Invitation to Howe Sound Community Forum on May 1, 2015*

THAT the correspondence from Ruth Simons, Howe Sound Community Forum, dated February 15, 2015 regarding Invitation to the Howe Sound Community Forum on May 1, 2015 on Bowen Island be received;

AND THAT the General Manager, Planning and Development and Senior Planner attend the Howe Sound Community Forum on May 1, 2015 on Bowen Island.

Recommendation No. 22 *City of Port Moody Declaration of the Right to a Healthy Environment*

THAT the correspondence from Kelly Ridley, Manager of Legislative Support, City of Port Moody, dated February 23, 2015 regarding Declaration of the Right to a Healthy Environment be received.

CARRIED

Special Corporate **It was moved and seconded**

150/15 THAT Special Corporate and Administrative Services Committee recommendation No. 1 of March 13, 2015 be received, adopted and acted upon as follows:

Recommendation No. 1 *Strategic Plan / Progress Report*

THAT the Chief Administrative Officer's report titled "Purpose of Meeting" be received;

AND THAT there be a Special Corporate and Administrative Services Committee Meeting to refine the direction for setting the Strategic Plan in April 2015.

CARRIED

Community **It was moved and seconded**

151/15 THAT Community Services Committee recommendation Nos. 1-8, 10-12 and 14 of March 19, 2015 be received, adopted and acted upon as follows:

Recommendation No. 1 *Coastal Bike Route*

THAT a staff report be brought forward to a future Community Services Committee to discuss how the SCRD can be involved in the Coastal Bike Route initiative.

151/15 cont. **Recommendation No. 2** *Community Services Department Monthly Update*

THAT the staff report regarding the Community Services Department Monthly Update be received.

Recommendation No. 3 *Petition regarding Public Washrooms at Frank West Hall*

THAT the petition requesting public washrooms at Frank West Hall be received.

Recommendation No. 4 *Frank West Hall Washrooms*

THAT the report from the Acting General Manager of Community Services regarding Frank West Hall Washrooms be received;

AND THAT staff install a portable washroom facility at Frank West Hall within the 2015 Parks (650) operational budget;

AND THAT staff report on a more permanent solution at a future Community Services Committee;

AND FURTHER THAT, prior to installation, consultation with the community take place to ensure the best location.

Recommendation No. 5 *Coopers Green Tenure Renewal*

THAT the report from the Parks Planning Coordinator regarding Coopers Green Tenure Renewal be received;

AND THAT the Board approve the application for the extension of License No. 239642 with the Ministry of Forests, Lands and Natural Resource Operations for land covered by water being part of the bed of Halfmoon Bay in front of Coopers Green Park.

Recommendation No. 6 *Debris Clean Up*

THAT the report from the Chief Administrative Officer regarding Debris Clean Up be received.

Recommendation No. 7 *AVICC Special Committee on Solid Waste Management*

THAT the report from the Chief Administrative Officer regarding the Association of Vancouver Island Coastal Communities (AVICC) Special Committee on Solid Waste Management be received;

AND THAT the AVICC be advised the SCRD wishes to participate on the AVICC Special Committee on Solid Waste Management;

151/15 cont.

AND FURTHER THAT Director Winn be appointed to work on the committee with travel expenses and remuneration paid.

Recommendation No. 8 *2015 Strategic Priorities Fund Gas Tax Capital Grants*

THAT the report from the Chief Administrative Officer regarding 2015 Strategic Priorities Fund Gas Tax Capital Grants be received;

AND THAT the applications for gas tax funding for Regional Water Cross-Connection Control and Universal Metering Program Phase 2 and Capacity Building Project – Asset and Computerized Maintenance Management System be supported.

Recommendation No. 10 *Recreation and Parks Services Advisory Committee Minutes*

THAT the Recreation and Parks Services Advisory Committee minutes of February 19, 2015 be received.

Recommendation No. 11 *Dakota Ridge Advisory Committee Minutes*

THAT the Dakota Ridge Advisory Committee minutes of January 22, 2015 be received.

Recommendation No. 12 *Sunshine Coast Emergency Program Planning Committee Minutes*

THAT the Sunshine Coast Emergency Program Planning Committee minutes of February 25, 2015 be received.

Recommendation No. 14 *2014 Sunshine Coast Youth Outreach Annual Report*

THAT the 2014 Sunshine Coast Youth Outreach Annual Report from the Sunshine Coast Community Services Society be received;

AND THAT a report be brought forward to the May 2015 Community Services Committee meeting.

CARRIED

Community

It was moved and seconded

152/15

THAT Community Services Committee recommendation Nos. 9 and 13 of March 19, 2015 be received, adopted and acted upon as follows:

152/15 cont. **Recommendation No. 9** *2015 Strategic Priorities Fund Gas Tax Capital Grants*

THAT the sports field replacement project application be put forward for the 2015 Strategic Priorities Fund Gas Tax Capital Grants.

Directors Smith and Mauro opposed

Recommendation No. 13 *Sunshine Coast Policing Committee Minutes*

THAT the Sunshine Coast Policing Committee minutes of March 2, 2015 be received and recommendation No. 6 be adopted and acted on as follows:

Recommendation No. 6 *Marihuana Dispensaries*

THAT staff forward a report to the Community Services Committee regarding a bylaw for marihuana dispensaries.

AND THAT staff bring forward a report to the next Community Services Committee meeting.

CARRIED

Corporate **It was moved and seconded**

153/15 THAT Corporate and Administrative Services Committee recommendation Nos. 4, 10 and 12 of March 26, 2015 be received, adopted and acted upon as amended, as follows:

Recommendation No. 4 *Strategic Plan Review*

THAT the Chief Administrative Officer's report titled "Strategic Plan Review" be received;

AND THAT a Special Corporate and Administrative Services Committee Meeting be scheduled for April 2, 2015 immediately following the Infrastructure Services Committee;

AND FURTHER THAT the report titled "Strategic Plan Review" be referred to the April 2, 2015 Special Corporate and Administrative Services Committee Meeting.

Recommendation No. 10 *Woodfibre LNG and Eagle Mountain Woodfibre Gas Pipeline Environmental Assessments*

THAT the Senior Planner's report titled "Woodfibre LNG and Eagle Mountain-Woodfibre Gas Pipeline Environmental Assessments – SCRD Board Comments" be received;

153/15 cont.

AND THAT staff submit the comments contained in Attachment B of this report to the BC Environmental Assessment Office as amended, as follows:

Eagle Mountain-Woodfibre Gas Pipeline

Air Quality

Air quality monitoring in Howe Sound, at least within the SCRD is limited. Fortis BC should work with Woodfibre LNG Inc. to establish additional and/or updated air quality monitoring stations within the SCRD area of Howe Sound (such as on Gambier and Keats Islands and in points on the west side of the Sound. The stations need to be equipped to monitor the potentially harmful gases/materials that could be released during maintenance (flares) and in case of accidents. The information from the stations needs to be made publically available in real time on a website as is currently done for Howe Sound Pulp and Paper Mill air quality data. Questions have been raised about the accuracy of the monitoring station in Langdale. Thus the monitoring stations need to be established early in the project so that baseline information could be gathered much sooner before project *is* in production and there *is* tanker traffic and any discharges into the air shed. This will provide more accurate baseline information. Response plans need to be developed to address situations where safe levels are exceeded on a regular basis.

Woodfibre LNG

Emergency Services (Section 7.1.1.3.4 and 5 Marine Rescue and Emergency Management)

Royal Canadian Marine Search and Rescue is a voluntary group and requires donations to operate. The additional marine traffic to serve Woodfibre may increase calls for the service. Woodfibre LNG Ltd should support the service through regular donations.

Marine Transport (Section 7.1.2)

The proponent should commit to LNG carrier size as set out in the Environmental Assessment application.

The proponent should commit to the LNG production capacity set out in the Environmental Assessment application.

The applicant needs to comment on frequency of shipments and the EA should consider the need to provide limits to prevent higher number of shipments in periods that are likely to attract higher recreation use, or in environmentally sensitive periods to marine species.

153/15 cont.

Recreational boating is part of the Sunshine Coast's culture and economy. Woodfibre LNG should take measures to mitigate impact and improve safety such as by posting information about LNG Carrier movements on a Woodfibre LNG Inc. website.

Marine Transport Assessment (Section 7.3)

It is unfortunate that such an important process is likely to be concluded outside of the EA process timeline. It is preferable that TERMPOL is brought within the EA process, however legislation and scope limitations may not allow for this. It is commendable that the proponent is volunteering to undergo the TERMPOL review and committed to following its recommendations. It would be helpful if there is a period of public review prior to finalizing the Committee's recommendations. This will allow for a review of draft recommendations and input to be incorporated into the final report.

With regards to Woodfibre LNG Inc.'s commitment to follow the TERMPOL recommendations it would be helpful if this could be demonstrated by confirming a commitment to do so in a Memorandum of Understanding.

(Section 7.3.2.3.4.5) The proponent should be required to notify recreational associations (such as kayak clubs, yacht clubs, dive clubs of the date/time that LNG carriers are scheduled to move through Howe Sound), for example by posting information on a Woodfibre LNG Inc. website. This could reduce the potential for accidents. This information could also be posted at launch sites and distributed to marine based tourism/recreation companies.

BC Ferries

There may be a submission from BC Ferries and this should be highlighted as many public comments relate to possible impact on ferry movements. If there is no formal comment from BC Ferries then this needs to be sought and included in the EA. Staff acknowledge that the proponent cannot force an organization or individual to comment. Leaving input to the TERMPOL study is not the best option for BC Ferries.

Another point is that use of BC Ferries schedules is not sufficient background research. Ferry schedules often change due to unforeseen circumstances (such as mechanical problems, thus the schedule should not be relied upon to schedule LNG carrier movements. As with small recreation based operators, the proponent should be required to notify BC Ferries of the date/time that LNG carriers are scheduled to move through Howe Sound.

153/15 cont.

This will help to reduce/mitigate delays or conflicts with ferry movements.

Marine Environment

Marine Mammals

Infrequent and reversible isn't adequate when considering impact on endangered populations of resident Orcas. If their mating behaviour, for example, is altered, that might be the pivotal point towards their extinction.

With regard to marine mammals in general it should be noted that, due to environmental improvements in Howe Sound, the habitat has increased and this may have an impact on what *are* critical areas. *Consideration should not just be limited to areas previously identified as critical habitat.*

Glass Sponge Reefs

Additional review/analysis should take place to determine if there are glass sponge reefs near the LNG carrier route and what impact could arise from wake (of the LNG carrier and the tugs).

Use of Seawater Cooling

There is missing information about the potential impact of seawater cooling. This may be addressed by the additional technical report requested by the EA Working Group. There is some concern about using water quality guidelines as the trigger to activate de-chlorination; the chlorine level in the seawater should be the trigger.

The SCRD considers the use of seawater cooling and the use of chlorine to be unacceptable based on the information provided. As part of the additional information, a detailed, clear review of alternative technologies needs to be presented.

Range of Post EA Plans and Follow-Up Programs (Section 13)

There is little reference to public consultation in this section. The final form and requirements of these various plans and monitoring programs can impact community acceptance or comfort with the proposal. There should be a period for public and local government review of draft plans before they are finalized. In results of monitoring should be made available (this is likely to happen however it is not clear in the application). Of key interest to the SCRD are the Marine Transport Management plan, Fisheries and Aquatic Life monitoring and Air Quality monitoring.

153/15 cont.

Air Quality (Section 5.2)

Air quality monitoring in Howe Sound, at least within the SCRD is limited. Woodfibre LNG Inc. should work with Fortis BC to establish additional and/or updated air quality monitoring stations within the SCRD area of Howe Sound (such as on Gambier and Keats Islands and in points on the west side of the Sound. The stations need to be equipped to monitor the potentially harmful gases/materials that could be released during maintenance (flares) and in case of accidents. The information from the stations needs to be made publically available in real time on a website as is currently done for Howe Sound Pulp and Paper Mill air quality data. Questions have been raised about the accuracy of the monitoring station in Langdale. Thus the monitoring stations need to be established early in the project so that baseline information could be gathered much sooner before project *is* in production and there *is* tanker traffic and any discharges into the air shed. This will provide more accurate baseline information. Response plans need to be developed to address situations where safe levels are exceeded on a regular basis.

AND THAT a copy of this report and associated Board resolution be forwarded to the proponent, Woodfibre LNG Limited;

AND THAT a copy of the Sunshine Coast Regional District's letter to The Right Honourable Stephen Harper, Prime Minister of Canada dated November 24, 2014 regarding "LNG Tankers in Howe Sound and Georgia Strait" be attached to the report forwarded to Woodfibre LNG Limited;

AND FURTHER THAT a copy of this report and associated Board resolution be forwarded to the Town of Gibsons, the District of Sechelt, all Advisory Planning Commissions (APC) and the Natural Resource Advisory Committee (NRAC) for information.

Recommendation No. 12 *Roberts Creek Community Association Grant Request*

THAT the Treasurers' report titled "Roberts Creek Community Association Debt Reserve Funds – for Roberts Creek Community Hall Acoustic Sound Baffles" be received;

AND THAT \$1,000 be approved for the Roberts Creek Community Association for acoustic sound baffles at the Roberts Creek Community Hall from the Area D Grant-in-Aid function 127 and the 2015 Financial Plan be amended accordingly.

CARRIED

Parcel Tax Roll It was moved and seconded

154/15 THAT the Sunshine Coast Regional District Parcel Tax Roll Review Panel report of March 12, 2015 be received.

CARRIED

BYLAWS**Bylaw 700 It was moved and seconded**

155/15 THAT “Sunshine Coast Regional District Financial Plan Bylaw No. 700, 2015” be read a first time.

CARRIED

Bylaw 700 It was moved and seconded

156/15 THAT “Sunshine Coast Regional District Financial Plan Bylaw No. 700, 2015” be read a second time.

CARRIED

Bylaw 700 It was moved and seconded

157/15 THAT “Sunshine Coast Regional District Financial Plan Bylaw No. 700, 2015” be read a third time.

CARRIED

Bylaw 700 It was moved and seconded

158/15 THAT “Sunshine Coast Regional District Financial Plan Bylaw No. 700, 2015” be adopted.

CARRIED

The Board moved In Camera at 8:20 p.m.

IN CAMERA It was moved and seconded

159/15 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (d), (e) and (k) of the Community Charter –“the security of the property of the municipality”, “the acquisition, disposition or expropriation of land or improvements...”, and “negotiations and related discussions respecting the provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 8:44 p.m.

ADJOURNMENT It was moved and seconded

160/15 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 8:44 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

SCRD STAFF REPORT

DATE: March 30, 2015
TO: Regular Board – April 9, 2015
FROM: John France – Chief Administrative Officer
RE: **CHIEF ADMINISTRATIVE OFFICER’S REPORT**

RECOMMENDATION

THAT the Chief Administrative Officer’s report be received for information.

This report provides information on major projects and issues recently worked on. If the Board has any questions on the content, I would be pleased to respond.

- Grantham’s Hall:
 - Worked with Staff on next steps for Granthams Hall. Public meeting being planned.
- First Nations:
 - Staff have contacted Squamish Nation to set up possible meeting dates to discuss a Protocol Agreement. Staff awaiting response, latest contact Feb 19th. Staff have continued to contact Squamish Nation. A letter from the Chair was mailed March 2nd to request the meeting.
- Economic Development:
 - Board approved next step to meet with all parties to discuss and finalize the charter. An Economic Development Workshop is tentatively scheduled for May 15. Awaiting confirmation for elected officials from shíshálh Nation. Consultant Jamie Vann Struth is available to facilitate. Location to be confirmed.
- Projects/Reports/Issues worked on:
 - **Worked on reports:** Strategic Planning next steps, for Board to approve process at March CAS. Worked with facilitator regarding Strategic Plan on next steps in process. **Modified (to include info from first meeting) report to April 2 Special CAS on Strategic Planning.**
 - Met with Staff to go over the proposed building permit archeology protocol for First Nation sites – **work continues, setting up meeting with SIB staff.**
 - Worked with Community Services Department to provide support in GM absence. Reviewing Dakota Ridge operations, given the short season this year - projecting 2 year financial timeline on level of expenditures and current level of taxation.
 - Human Resource issues - staff issues/Arbitration, GM Community Services hiring process – Application period closed, assessment of applications complete, **interviews to be completed by first week of April.**

- Worked on Budget Status report for March CAS, major update due to new projects added from 2015 budget process. **Reviewed report in prep for April CAS.**
- **Attended CEO/CAO and MFA forums with Chair in Victoria. Interesting sessions especially around First Nations and local government issues, gas tax funding and asset management, and several other issues.**
- **Attended Planning Department staff meeting. Attended PWAC meeting on March 30. Attended Open Data staff meeting, to discuss public access to SCRD data.**

SUNSHINE COAST REGIONAL DISTRICT
CORPORATE and ADMINISTRATIVE SERVICES COMMITTEE

March 26, 2015

RECOMMENDATIONS FROM THE CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE REGIONAL DISTRICT OFFICE AT 1975 FIELD ROAD, SECHLT, BC

PRESENT:	Chair	F. Mauro
	Directors	L. Lewis M. Lebbell I. Winn S. White A. Lutes (Alt.) B. Smith (Alt.)
ALSO PRESENT:	Treasurer	T. Perreault
	Manager, Legislative Services	A. Legault
	Manager, Financial Services	J. Day
	General Manager, Infrastructure Services	B. Shoji (partial)
	Manager, Transit and Fleet	R. Williams (partial)
	Senior Planner	D. Rafael (partial)
	Emergency Program Coordinator	B. Elsner (partial)
	Recording Secretary	T. Crosby
	Media	2
	Public	8

CALL TO ORDER 1:31 p.m.

AGENDA The agenda was adopted as amended, as follows:

- Change Agenda Item 14 to “Emergency Management BC”.

DELEGATION

1. *Myrna Moore, Senior Regional Transit Manager, BC Transit addressed the Committee regarding the BC Transit Plan Expansion Update and outlined a two-step approach which will 1) review operational and administrative efficiency opportunities to protect current service and 2) examine higher cost services to look for efficiencies and identify opportunities to rationalize lower performing services (service reductions) for all areas under BC Transit. BC Transit will report on options and initiate further discussion in the Summer of 2015.*

The Chair thanked Ms. Moore for her presentation.

Recommendation No. 1 *BC Transit Plan Expansion Update*

The Corporate and Administrative Services Committee recommended that the presentation from BC Transit titled “Three Year Operating Budget – Sunshine Coast Transit System” be received;

AND THAT the topic of BC Transit’s Plan for the Sunshine Coast Transit System be deferred to a future Infrastructure Service Committee meeting;

AND FURTHER THAT staff report on requesting a change to legislation in regards to the funding formula with the Ministry of Transportation and Infrastructure to allow the Regional District to proceed with aspects of the Transit Future Plan for the Sunshine Coast.

Director White opposed.

Director Lutes declared pecuniary conflict related to the Sunshine Coast Golf and Country Club and left the meeting at 2:02 p.m.

2. *Rita Grenville, President and Andy Cotnam, Chair of the Board of Directors both of the Sunshine Coast Golf and Country Club (SCGCC) addressed the Committee regarding a tax exemption request for the SCGCC.*

The Chair thanked Ms. Grenville and Mr. Cotnam for their presentation

Recommendation No. 2 *Sunshine Coast Golf and Country Club Tax Exemption*

The Corporate and Administrative Services Committee recommended that the presentation distributed at the meeting titled “Sunshine Coast Golf and Country Club Permissive Exemption Presentation” dated March 26, 2015 be received;

AND THAT staff report to a future Corporate and Administrative Services Committee meeting with the current approach and the implications of providing a permissive tax exemption to the Sunshine Coast Golf and Country Club.

Director Lutes returned to the meeting at 2:31 p.m.

REPORTS**Recommendation No. 3** *Gibsons and District Public Library Facility Audit*

The Corporate and Administrative Services Committee recommended that the Treasurer's report titled "Gibsons and District Public Library Facility Audit Outcomes" be received;

AND THAT a Special Corporate and Administrative Services Committee meeting be scheduled in April 2015 to review all facets of the Gibsons and District Public Library building, including the Gibsons Library Board space redesign, including funding options, and next steps for the immediate repairs required;

AND FURTHER THAT the Town of Gibsons Mayor and Council be invited to the April 2015 Special Corporate and Administrative Services Committee meeting.

Recommendation No. 4 *Strategic Plan Review*

The Corporate and Administrative Services Committee recommended that the Chief Administrative Officer's report titled "Strategic Plan Review" be received;

AND THAT there be a Special Corporate and Administrative Services Committee Meeting on April 2, 2015 immediately following the Infrastructure Services Committee;

AND THAT the report titled "Strategic Plan Review" be deferred to the April 2, 2015 Special Corporate and Administrative Services Committee meeting;

AND FURTHER THAT this recommendation be forwarded to the March 26, 2015 Regular Board meeting for adoption.

The Committee recessed at 2:43 p.m. and reconvened at 2:58 p.m.

Recommendation No. 5 *Budget Project Status Report*

The Corporate and Administrative Services Committee recommended that the Chief Administrative Officer's report titled "Budget Project Status Report – March 2015" be received.

Recommendation No. 6 *New Strategic Plan Reporting on Budgeted Projects*

The Corporate and Administrative Services Committee recommended that staff provide options to a future Corporate and Administrative Services Committee meeting for addressing the new Strategic Plan on Budget Proposals and on the Budget Project Status Report.

Recommendation No. 7 *2014 Energy Efficiency Project Performance*

The Corporate and Administrative Services Committee recommended that the Corporate Energy Manager's report titled "2014 Energy Efficiency Project Performance" be received.

Recommendation No. 8 *Tetrahedron Road Access Maintenance*

The Corporate and Administrative Services Committee recommended that the Treasurer's report titled "Community Works-Gas Tax for Tetrahedron Access Road Maintenance" be received.

Recommendation No. 9 *Dakota Ridge Season Pass Options*

The Corporate and Administrative Services Committee recommended that the Parks Planning Coordinator's report titled "Dakota Ridge Season Pass Options" be received;

AND THAT Option #4 – to honour 2014-2015 season passes in the upcoming 2015-2016 ski season be approved.

Recommendation No. 10 *Woodfibre LNG and Eagle Mountain-Woodfibre Gas Pipeline Environmental Assessments*

The Corporate and Administrative Services Committee recommended that the Senior Planner's report titled "Woodfibre LNG and Eagle Mountain-Woodfibre Gas Pipeline Environmental Assessments – SCRD Board Comments" be received;

AND THAT staff submit the comments contained in Attachment B of this report to the BC Environmental Assessment Office as amended, as follows:

Eagle Mountain-Woodfibre Gas Pipeline**Air Quality**

Staff Comment – Air quality monitoring in Howe Sound, at least within the SCRD is limited. Fortis BC should work with Woodfibre LNG Inc. to establish additional and/or updated air quality monitoring stations within the SCRD area of Howe Sound (such as on Gambier and Keats Islands and in points on the ~~east~~ west side of the Sound. The stations need to be equipped to monitor the potentially harmful gases/materials that could be released during maintenance (flares) and in case of accidents. The information from the stations needs to be made publically available **in real time on a website as is currently done for Howe Sound Pulp and Paper Mill air quality data. Questions have been raised about the accuracy of the monitoring station in Langdale. Thus the monitoring stations need to be established early in the project so that baseline information could be gathered much sooner before project was in production and there was tanker traffic and any discharges into the air shed. This will provide more accurate baseline information.** Response plans need to be developed to address situations where safe levels are exceeded on a regular basis.

Woodfibre LNG**Impact on Community Infrastructure and Services** (Section 7.1.1.2.4 – Transportation)

Staff Comment - none

Emergency Services (Section 7.1.1.3.4 and 5 Marine Rescue and Emergency Management)

Staff Comment – ~~RCMSR~~ **Royal Canadian Marine Search and Rescue** is a voluntary group and requires donations to operate. The additional marine traffic to serve Woodfibre may increase calls for the service. Woodfibre LNG Ltd should support the service through regular donations.

Marine Transport (Section 7.1.2)

Staff Comment – The proponent should ~~confirm that Q-Max carriers will not be used~~ **commit to LNG carrier size as set out in the Environmental Assessment application.**

Staff Comment – the proponent should ~~confirm that there will not be an increase in LNG production capacity~~ **commit to the LNG production capacity set out in the Environmental Assessment application.**

Staff Comment – the applicant needs to comment on frequency of shipments and the EA should consider the need to provide limits to prevent higher number of shipments in periods that are likely to attract higher recreation use, or in environmentally sensitive periods to marine species.

Staff Comment – the applicant needs to comment on frequency of shipments and the EA should consider the need to provide limits to prevent higher number of shipments in periods that are likely to attract higher recreation use, or in environmentally sensitive periods to marine species.

New Comment – Recreational boating is part of the Sunshine Coast's culture and economy. Woodfibre LNG should take measures to mitigate impact and improve safety such as by posting information about LNG Carrier movements on a Woodfibre LNG Inc. website.

Marine Transport Assessment (Section 7.3)

Staff Comment – It is unfortunate that such an important process is likely to be concluded outside of the EA process timeline. It is preferable that TERMPOL is brought within the EA process, however legislation and scope limitations may not allow for this. It is commendable that the proponent is volunteering to undergo the TERMPOL review and committed to following its recommendations. It would be helpful if there is a period of public review prior to finalizing the Committee's recommendations ~~such that the report is draft and after consultation becomes final.~~ **This will allow for a review of draft recommendations and input to be incorporated into to the final report.**

New Comment – With regards to Woodfibre LNG Inc.'s commitment to follow the TERMPOL recommendations it would be helpful if this could be demonstrated by confirming a commitment to do so in a Memorandum of Understanding.

(Section 7.3.2.3.4.5) Staff Comment – The proponent should be required to notify recreational associations (such as kayak clubs, yacht clubs, dive clubs of the date/time that LNG carriers are scheduled to move through Howe Sound), **for example by posting information on a Woodfibre LNG Inc. website.** This could reduce the potential for accidents. This information could also be posted at launch sites and distributed to marine based tourism/recreation companies.

New Comment – That the letter dated November 24, 2014 to the Prime Minister of Canada regarding Board resolution 424/14 urging a that the Federal Government ban the passage of LNG tankers in the waters of Howe Sound and Georgia Strait be included.

BC Ferries

Staff Comment – There may be a submission from BC Ferries and this should be highlighted as many public comments relate to possible impact on ferry movements. If there is no formal comment from BC Ferries then this needs to be sought and included in the EA. Staff acknowledge that the proponent cannot force an organization or individual to comment. Leaving input to the TERMPOL study is not the best option for BC Ferries.

Staff Comment - Another point is that use of BC Ferries schedules is not sufficient background research. Ferry schedules often change due to unforeseen circumstances (such as mechanical problems, thus the schedule should not be relied upon to schedule LNG carrier movements. As with small recreation based operators, the proponent should be required to notify BC Ferries of the date/time that LNG carriers are scheduled to move through Howe Sound. This will help to reduce/mitigate delays or conflicts with ferry movements.

Marine Environment

Marine Mammals

Staff Comment - Infrequent and reversible isn't adequate when considering impact on endangered populations of resident Orcas. If their mating behaviour, for example, is altered, that might be the pivotal point towards their extinction.

New Comment – With regard to marine mammals in general it should be noted that, due to environmental improvements in Howe Sound, the habitat has increased and this may have an impact on what should be considered critical areas. Which in turn improves the potential to protect endangered species.

Glass Sponge Reefs

Staff Comment – additional review/analysis should take place to determine if there are glass sponge reefs near the LNG carrier route and what impact could arise from wake (of the LNG carrier and the tugs).

Use of Seawater Cooling

Staff Comment – There is missing information about the potential impact of seawater cooling. This may be addressed by the additional technical report requested by the EA Working Group. There is some concern about using water quality guidelines as the trigger to activate de-chlorination; the chlorine level in the seawater should be the trigger.

New Comment - The SCRD considers that use of seawater cooling is not the best method nor is it state of the art. As part of the additional information, a detailed, clear review of alternative technologies needs to be presented.

Range of Post EA Plans and Follow-Up Programs (Section 13)

Staff Comments - there is little reference to public consultation in this section. The final form and requirements of these various plans and monitoring programs can impact community acceptance or comfort with the proposal. There should be a period for public and local government review of draft plans before they are finalized. In results of monitoring should be

made available (this is likely to happen however it is not clear in the application). Of key interest to the SCRD are the Marine Transport Management plan, Fisheries and Aquatic Life monitoring and Air Quality monitoring.

Air Quality (Section 5.2)

Staff Comment – Air quality monitoring in Howe Sound, at least within the SCRD is limited. Woodfibre LNG Inc. should work with Fortis BC. to establish additional and/or updated air quality monitoring stations within the SCRD area of Howe Sound (such as on Gambier and Keats Islands and in points on the east west side of the Sound. The stations need to be equipped to monitor the potentially harmful gases/materials that could be released during maintenance (flares) and in case of accidents. The information from the stations needs to be made publically available in real time on a website as is currently done for Howe Sound Pulp and Paper Mill air quality data. Questions have been raised about the accuracy of the monitoring station in Langdale. Thus the monitoring stations need to be established early in the project so that baseline information could be gathered much sooner before project was in production and there was tanker traffic and any discharges into the air shed. This will provide more accurate baseline information. Response plans need to be developed to address situations where safe levels are exceeded on a regular basis.

AND THAT a copy of this report and associated Board resolution be forwarded to the proponent, Woodfibre LNG Limited;

AND THAT a copy of the Sunshine Coast Regional District's letter to The Right Honourable Stephen Harper, Prime Minister of Canada dated November 24, 2014 regarding "LNG Tankers in Howe Sound and Georgia Strait" be attached to the report to be forwarded to Woodfibre LNG Limited;

AND THAT a copy of this report and associated Board resolution be forwarded to the Town of Gibsons, the District of Sechelt, to all Advisory Planning Commissions (APC) and the Natural Resources Advisory Committee (NRAC) for information;

AND FURTHER THAT this recommendation be forwarded to the March 26, 2015 Regular Board Meeting for adoption.

Recommendation No. 11 *Contracts Between \$20,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the Purchasing Officer and Risk Manager's report titled "Contracts between \$20,000 and \$100,000 – to March 8, 2015" be received.

Recommendation No. 12 *Roberts Creek Community Association Grant Request*

The Corporate and Administrative Services Committee recommended that the Treasurers' report titled "Roberts Creek Community Association Debt Reserve Funds – for Roberts Creek Community Hall Acoustic Sound Baffles" be received;

AND THAT \$1,000 be approved to the Roberts Creek Community Association for acoustic sound baffles at the Roberts Creek Community Hall from the Area D Grant-in-Aid function 127 and the 2015 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the March 26, 2015 Regular Board Meeting for adoption.

COMMUNICATIONS

Recommendation No. 13 *Local Government Leadership Academy – Pursuing Governance Success Forum*

The Corporate and Administrative Services Committee recommended that the correspondence from the Local Government Leadership Academy (LGLA) regarding the 6th Chief Elected Official Forum titled “The Honeymoon is Over! Pursuing Governance Success.” be received;

AND THAT this correspondence be referred to the April 2015 Corporate and Administrative Services Committee.

Recommendation No. 14 *Emergency Management BC – Senior and Elected Officials Workshops*

The Corporate and Administrative Services Committee recommended that the correspondence from Emergency Management BC (EMBC) regarding 2015 Senior and Elected Officials Workshops be received.

Recommendation No. 15 *Union of British Columbia Municipalities – First Nation Property Tax, Services and Economic Development in British Columbia*

The Corporate and Administrative Services Committee recommended that the correspondence from the Union of British Columbia Municipalities (UBCM) regarding the Professor Robert Bish / Fiscal Realities Report “First Nation Property Tax, Services and Economic Development in British Columbia” be received.

ADJOURNMENT 4:19 p.m.

SCRD STAFF REPORT

DATE: March 23, 2015
TO: Sunshine Coast Regional District Board – April 9, 2015
FROM: Paul Preston, Chief Building Inspector
SUBJECT: Placement of Notice on Title

RECOMMENDATIONS

THAT the Building Inspector's report regarding Building Division files requiring placement of a Notice on Title be received;

1. AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of
Lot 36, District Lot 3681, Plan LMP21181, Group 1, NWD
PID 019-143-320
Electoral Area A

BACKGROUND

Section 57.1 of the *Community Charter* allows for a notice to be registered against the title where Building or Bylaw regulations have been contravened, if the Building Inspector discovers that something was done with respect to a building or structure or construction of same that required a Permit or inspection under a Bylaw regulation or enactment and a permit was not obtained or the inspection was not satisfactorily completed.

This report lists a property where structures have been constructed and permits have not been procured or inspections have not been completed to the satisfaction of the Building Division. A minimum of three letters are generally sent in these cases advising the registered owners that certain specific situations exist regarding their property and the Bylaw Compliance Officer has requested that building permits be obtained and completed in each case. The third of these letters was sent by the Chief Building Inspector requesting compliance.

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Manager of Legislative Services has sent registered letters to all of the registered owners of the properties listed in this report. The owners have been advised of the date and time of the Board meeting at which the decision to register a Notice on Title will be made, and that at this meeting they will be afforded the opportunity to speak to the issues being registered if they wish.

DISCUSSION:

Report of properties with permits applied for or issued but no inspections called or construction has taken place without a valid permit:

1. Bear Bay Road, Lot 36, District Lot 3681, Plan LMP21181, Group 1, NWD
PID 019-143-320
Electoral Area A

Notice on Title **It was moved and seconded**

133/15 THAT the issue of filing a Notice on Title under Section 57 of the *Community Charter* for Lot 36, District Lot 3681, Plan LMP21181, Group 1, NWD PID 019-143-320 Electoral Area A be postponed to the April 9, 2015 Regular Board meeting.

CARRIED

Further to the above noted resolution from the Regular Board meeting on the 12th March 2015, the building department followed up with the owners regarding the situation with their property.

Although the owners did submit an application for a permit in February 2014 for a single family dwelling, the owners have informed staff that they have decided not to move forward with their proposed development at this time. As there is no principle dwelling on the property the two auxiliary buildings that were constructed without permits remain in contravention of the Regional District's Building and Zoning Bylaws. The building department has not observed, noted, or aware of any life safety issues at this time.

The owners acknowledge the requirements and have been made aware of the implications associated with a notice being registered on their title. The property owners have informed staff that they have no objection to the Sunshine Coast Regional District (SCRD) placing the notice on title.

The building department recommends that Notice be placed on title fulfilling the Regional district's obligation of a duty to warn.

End of list

Respectfully submitted

Paul Preston, *RBO*
Chief Building Inspector

**SUNSHINE COAST REGIONAL DISTRICT
ZONING AMENDMENT BYLAW NO. 310.148, 2015**

A bylaw to amend the Sunshine Coast Regional District Zoning Bylaw No. 310, 1987

The Board of Directors of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

PART A – CITATION

1. This bylaw may be cited as the “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.148, 2015.

PART B – AMENDMENT

1. Amend Sunshine Coast Regional District Electoral Area Zoning Bylaw 310, 1987 as follows:
 - (a) Column I of Table II in Section 509 and sections 601.2(3), 601.9, 602.7, 611.1(5) and 611.9 are replaced by deleting the words “horticultural sales” and replacing them with “horticultural product sales”;
 - (b) Column I of Table II in Section 509 and sections 1001.3(2), 1001A.3(1), 1001B.3(2), 1001D.3(2), 1011.4(7) and 1011A.4(9) are replaced by deleting the words “riding stable and academy” and replaced with “horse riding, training or boarding facility”;
 - (c) All textual references to “RU3”, “RU3A” and “RU3B” are replaced with “AG” and all textual references to “Rural Three”, “Rural Three – A”, and “Rural Three – B” are replaced with “Agriculture”;
 - (d) Amend Part II by replacing and adding new definitions, as listed on Appendix A to this bylaw;
 - (e) Part III by replacing “RU3 Rural Three” and “RU3A Rural Three - A” with “AG Agriculture”;
 - (f) Schedule A to Bylaw 310 is amended by rezoning all lands zoned RU3 (Rural Three), RU3A (Rural Three A) and RU3B (Rural Three B) to AG (Agriculture).
 - (g) Part X by deleting sections 1021, 1021A and 1021B and replacing with the following:

AG Zone (Agriculture)

1021 Permitted Uses

- 1021.1 The following uses are permitted in the AG zone:

- (1) agriculture;
- (2) farm operation;
- (3) single family dwelling;

- (4) auxiliary dwelling unit located within, or attached to, a single family dwelling;
- (5) agricultural product sales subject to sections 1021.7(2) and 1021.8(3) of this bylaw;
- (6) animal slaughter or processing subject to section 1021.8(1) of this bylaw;
- (7) farm research and education subject to section 1021.7(5) of this bylaw;
- (8) creamery subject to sections 1021.7(4) and 1021.8(4) of this bylaw;
- (9) winery or cidery subject to sections 1021.7(3) and 1021.8(3) of this bylaw;
- (10) brewery subject to sections 1021.7(4) and 1021.8(4) of this bylaw;
- (11) agritourism excluding tourist accommodations;
- (12) restaurant auxiliary to a winery or cidery subject to section 1021.7(3) of this bylaw;
- (13) home occupation subject to Part 502(10) of this bylaw;
- (14) bed and breakfast subject to Part 502(11) and section 1021.5(2)(c) of this bylaw.

Additional Permitted Uses

1021.2 On a parcel exceeding 1 hectare the additional permitted uses are:

- (1) (a) one manufactured home, up to 9 metres wide, for housing:
 - (i) the principal resident's immediate family;
 - (ii) farm workers;

or

- (b) a second single family dwelling in Electoral Areas B, D and F, where authorized by the Agricultural Land Commission;
- (2) subject to section 1021.2(1), a single family dwelling in the form of a transition house provided that the transition house floor area does not exceed 300 m²;
- (3) horse riding, training or boarding facility subject to section 1021.8(2) of this bylaw.

1021.3 On a parcel equal to or exceeding 8 hectares the additional permitted use is:

- (1) marihuana production facility.

Site Specific Uses

- 1021.4 (1) A garden supply centre is permitted on Lot 17, District Lot 682, Plan 13714.
- (2) An additional dwelling to create a duplex is permitted on Lot B, Block H, District Lot 903, Plan 1866 in place of a second single family dwelling.

Temporary Uses

- 1021.5 (1) The AG zone is designated as a temporary use permit area for the purpose of permitting temporary campgrounds in Electoral Areas B, D and E.
- (2) A campground approved under a temporary use permit under this section shall:
- (a) be situated on a parcel having an area of at least 2 hectares and classified for property tax assessment purposes as a farm;
 - (b) not exceed 5% of the parcel area;
 - (c) not exceed 10 campsites, except that where a bed and breakfast is situated on the same parcel the combined number of bed and breakfast guest rooms plus campsites shall not exceed 10.

Number of Dwellings

- 1021.6 No more than two single family dwellings shall be located on a parcel.

Areas of Buildings, Structures and Uses

- 1021.7 (1) The parcel coverage of all buildings and structures used as part of a park, including biodiversity conservation, passive recreation, heritage, wildlife and scenery viewing, shall not exceed 100 m².
- (2) Agricultural product sales are limited as follows:
- (a) at least 50 percent of the volume or weight of agricultural products sold are grown and produced on the same parcel; and
 - (b) the agricultural products sales area, both indoors and outdoors, shall not exceed 300 m².
- (3) A restaurant auxiliary to a winery or cidery shall not exceed:
- (a) a floor area of 100 m²
 - (b) an indoor seating capacity of 30; or
 - (c) an outdoor seating area of 50 m².
- (4) A winery or cidery, brewery or a creamery may include:
- (a) product preparation, processing and storage;
 - (b) a retail sales area not exceeding 100 m²;
 - (c) on-site tours.

- (5) The parcel coverage of all buildings, structures used solely for farm education and research shall not exceed 100 m².

Conditions of Use

- 1021.8
- (1) At least 50 percent of animals slaughtered and farm product processed, packaged or stored by an animal slaughter or processing facility shall be reared and produced on the same farm.
 - (2) A horse riding, training or boarding facility shall not contain more than three horse stalls per hectare to a maximum of 40 per parcel.
 - (3) A winery or cidery shall have:
 - (a) at least 50 percent of the ingredients used for wine or cider products produced on the same farm, or
 - (b) a land area more than 2 hectares and, unless otherwise authorized by the Agricultural Land Commission, at least 50 percent of the total farm product for processing supplied by a British Columbia farm under a minimum three-year contract;
 - (4) A brewery or creamery must have at least 50 percent of the ingredients used for producing beer or creamery products produced on the same farm.

Siting

- 1021.9
- (1) Except as otherwise provided for in this section, no building or structure shall be sited within:
 - (a) 5 metres of a front or rear parcel line;
 - (b) 1.5 metres of a side parcel line, except where the side parcel line abuts a highway, in which case the minimum setback to side parcel line shall be 4.5 metres;
 - (2) Agricultural and farming activities, uses, buildings and structures shall be sited a minimum distance from a parcel line, as follows:

use of land, building or structure	parcel line setback	
	front or abutting ALR	all other
agricultural buildings, structures, or outdoor storage areas, except as otherwise specified under this section.	5 metres	5 metres
agricultural buildings, structures, or outdoor storage areas having confined livestock areas including up to 1 AU of swine.	10 metres	15 metres
agricultural buildings, structures, or outdoor storage areas having confined livestock areas including more than 1 AU of swine.	25 metres	30 metres
animal slaughter or processing	25 metres	30 metres
greenhouse containing no artificial lighting	5 metres	5 metres
greenhouse containing artificial lighting	15 metres	15 metres
kennel, including outdoor runs	15 metres	15 metres
agricultural product sales except in the form of an open air stand	5 metres	5 metres
agricultural product sales in the form of an open air stand	1.5 metres	5 metres
agritourism campground (where permitted)	25 metres	30 metres
agricultural waste storage facility	25 metres	30 metres
chemical storage structure	5 metres	7.5 metres
marihuana production facility	60 metres	60 metres
mushroom growing medium preparation and storage	25 metres	30 metres
soilless medium preparation	10 metres	15 metres
soilless medium storage	5 metres	7.5 metres

- (3) Agricultural and farm activities, uses, buildings and structures shall be situated a minimum distance from the natural boundary of a watercourse or waterbody, as follows:

use, building or structure	watercourse / waterbody setback
confined livestock area containing 10 or fewer AUs animal slaughter or processing agricultural waste storage facility mushroom barn composting or compost storage chemical storage structure wood waste storage	15 metres
confined livestock area containing more than 10 AUs seasonal feeding areas field storage of agricultural solid waste	30 metres

Parcel Coverage

1021.10 Parcel coverage shall not exceed 15%, except:

- (1) on a parcel having an area less than or equal to 2000 m² parcel coverage shall not exceed 35%;
- (2) greenhouse parcel coverage, exclusive of all other parcel coverage, shall not exceed 50%.

Appendix A to Bylaw No. 310.148

1. Part II of Zoning Bylaw No. 310 is amended by deleting the following definitions:

“farm”
“horticultural sales”
“horticulture”
“riding stable and academy”

2. Part II of Zoning Bylaw No. 310 is further amended by inserting the following definitions:

“agricultural building” means a building used in conjunction with agriculture, including a farm operation, but does not include a dwelling;

“agricultural product sales” means the use of land, buildings or structures for the sale of horticultural products, dairy, eggs, meats, apicultural products, aquacultural products, wines, ciders, beers, or creamery products, which are produced on the same land or, where permitted under this Bylaw, transported from elsewhere;

“agricultural unit” or “AU” means an equivalent live farm animal weight corresponding to 455 kg for livestock, poultry or farmed game, or any combination these equaling 455 kg;

“agricultural waste storage facility” means land, building or structure used to contain agricultural liquid or solid waste or other biosolids for a beneficial use such as composting, or disposal;

“agritourism” means temporary or seasonal activities such as farm tours, hay rides and fish ponds that promote or market agricultural products grown, raised or processed on a parcel classified for assessment purposes as a farm;

“animal slaughter or processing” means slaughtering livestock, or cutting, eviscerating, sectioning, deboning, smoking, curing or packaging meat or meat products. Where the context requires, it also means a provincially licenced animal slaughter and processing facility;

“confined livestock area” means an area of land or building where non-grazing livestock are kept or secured such as by a structure such as a fence, wall or landscape barriers, and includes poultry coops, pens and outdoor runs, stables, feedlots, paddocks, corrals, exercise yards, and animal holding areas, but does not include a seasonal feeding or grazing area;

“creamery” means a facility where milk and cream are processed and where butter and cheese are produced;

“farm research and education” means land, buildings or structures dedicated to researching, promoting and teaching methods of agriculture and farming;

“farm operation” means a farm involving any of the following activities:

- growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- clearing, draining, irrigating or cultivating land;
- using or storing farm machinery, equipment, devices, materials and structures;
- conducting any other agricultural activity on, in or over land in accordance with the *Farm Practices Protection (Right to Farm) Act*;

“greenhouse” means a translucent-clad structure that is used for horticulture and is of sufficient size for one or more persons to work within it;

“horse riding, training or boarding facility” means the use of land, buildings or structures for the keeping of horses being trained and cared for, which may also include training and instructing equestrian riders;

“horticultural product sales” means the use of land, buildings or structures for the sale of fruits, vegetables, herbs, flowers or ornamental plants that are grown and produced on the same parcel;

“horticulture” means the cultivation of fruits, vegetables, herbs, flowers and ornamental plants;

“livestock” means domestic farm animals including poultry, bees reared through apiculture, fish or other aquatic animals raised through aquaculture;

“poultry” means domestic birds raised for the consumption of eggs or meat such as chickens, ducks, turkeys, geese, pheasants, quail, game birds and ratites;

“sales area” means floor area or land area where customers may freely peruse, select and purchase products that are for sale;

“temporary farm worker accommodation” means a dwelling, which may contain one or more sleeping units, sanitary facilities and not more than one cooking facility, specifically designed to accommodate seasonal farm workers during the growing or harvest season;

PART C – ADOPTION

READ A FIRST TIME this	DAY OF	2015
READ A SECOND TIME this	DAY OF	2015
PUBLIC HEARING held pursuant to LOCAL GOVERNMENT ACT this	DAY OF	2015
APPROVED PURSUANT TO Section 52 of the TRANSPORTATION ACT this	DAY OF	2015
READ A THIRD TIME this	DAY OF	2015
ADOPTED this	DAY OF	2015

Corporate Officer

Chair