



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, FEBRUARY 8, 2018

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of January 25, 2018

Annex A
Pages 1-15

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

- | | |
|--|---------------------|
| 3. Directors' Reports | Verbal |
| 4. Special Corporate and Administrative Services Committee (Round 1 Budget) recommendation Nos. 1-30 of January 22, 2018 | Annex B
pp 16-24 |
| 5. Special Corporate and Administrative Services Committee (Round 1 Budget) recommendation Nos. 1-20 of January 23, 2018 | Annex C
pp 25-31 |
| 6. Corporate and Administrative Services Committee recommendation Nos. 1-12 of January 25, 2018 | Annex D
pp 32-36 |
| 7. Deputy Corporate Officer – District of Sechelt Correspondence Regarding SCRD Water Supply | Annex E
pp 37-38 |

MOTIONS

BYLAWS

- | | |
|---|---------------------|
| 8. <i>Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018 – adoption</i>
(Voting – All Directors – 1 vote each) | Annex F
pp 39-63 |
|---|---------------------|

- | | | |
|-----|---|---------------------|
| 9. | <i>Sunshine Coast Regional District Bylaw Notice Enforcement Amendment</i>
<i>Bylaw No. 638.7, 2018 – adoption</i>
(Voting – All Directors – 1 vote each) | Annex G
pp 64-75 |
| 10. | <i>Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177,</i>
<i>2018 – first reading</i>
(Voting – Electoral Area Directors – 1 vote each) | Annex H
pp 76-77 |

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c), (i) and (k) of the *Community Charter* – “labour relations or other employee relations...”, “the receipt of advice that is subject to solicitor-client privilege...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

ADJOURNMENT

UPCOMING MEETING DATES (TO MARCH 10, 2018)

SCRD Board, Committee, and Advisory Committee Meetings

Planning and Community Development Committee	February 8 at 9:30 a.m.
Regular Board	February 8 at 1:30 p.m.
Infrastructure Services Committee	February 15 at 9:30 a.m.
Roberts Creek (Area D) Advisory Planning Commission	February 19 at 7:00 p.m.
Parcel Tax Roll Review Panel	February 22 at 9:00 a.m.
Corporate and Administrative Services Committee	February 22 at 9:30 a.m.
Regular Board	February 22 at 1:30 p.m.
Agricultural Advisory Committee (AAC)	February 27 at 3:30 p.m.
Halfmoon Bay (Area B) Advisory Planning Commission	February 27 at 7:00 p.m.
West Howe Sound (Area F) Advisory Planning Commission	February 27 at 7:00 p.m.
Pender Harbour / Egmont (Area A) Advisory Planning Commission	February 28 at 7:00 p.m.
Elphinstone (Area E) Advisory Planning Commission	February 28 at 7:00 p.m.
Special Corporate and Administrative Services Committee (Round 2 Budget)	March 5 at 9:30 a.m.
Special Corporate and Administrative Services Committee (Round 2 Budget)	March 6 at 9:30 a.m.
Planning and Community Development Committee	March 8 at 9:30 a.m.
Regular Board	March 8 at 1:30 p.m.

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

Public Hearing re: Byalw 310.173 (BC Ferries Langdale Terminal)	February 21 at 7:00 p.m.
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Please note: Meeting dates are current as of print date (February 2, 2018).



SUNSHINE COAST REGIONAL DISTRICT

January 25, 2018

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	B. Milne
	Directors	I. Winn G. Nohr F. Mauro M. Lebbell L. Lewis D. Inkster J. Valeriotte K. Julius

ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	Sr Mgr, Administration and Legislative Services	A. Legault
	GM, Corporate Services / Chief Financial Officer	T. Perreault
	GM, Planning and Community Development	I. Hall
	Chief Building Inspector	A. Whittleton (in part)
	Deputy Corporate Officer / Recorder	S. Reid
	Media	1
	Public	3

CALL TO ORDER 1:30 p.m.

AGENDA **It was moved and seconded**

023/18 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes **It was moved and seconded**

024/18 THAT the Regular Board meeting minutes of January 11, 2018 be adopted as presented.

CARRIED

REPORTS

Directors' Reports

Directors provided a verbal report of their activities.

CAO Report **It was moved and seconded**

025/18 THAT the report titled Chief Administrative Officer's Report be received for information.

CARRIED

Planning **It was moved and seconded**

026/18 THAT Planning and Community Development Committee recommendation Nos. 1, 2 and 4-13 of January 11, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *Development Variance Permit Application DVP00020 (Lau)*

THAT the photograph distributed by James Lau, Applicant, Development Variance Permit Application DVP00020 be received.

Recommendation No. 2 *Development Variance Permit Application DVP00020 (Lau)*

THAT the report titled Development Variance Permit Application DVP00020 (Lau) - Area B be received;

AND THAT Development Variance Permit DVP00020 to vary the natural boundary setback from 7.5 metres to 6.93 metres, as per Section 507.1(a) of Zoning Bylaw No. 310, be issued.

Recommendation No. 4 *Best Practices for Disposal of Dock and Construction Material*

THAT staff develop best practice policies regarding the appropriate disposal of old dock and construction materials.

Recommendation No. 5 *SCRD Zoning Amendment Bylaw No. 310.177, 2018*

THAT the report titled Sunshine Coast Regional District Zoning Bylaw Amendment No. 310.177, 2018 for amending Subdivision District from I to G for Elphinstone Crossing Estate Phase Two be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177, 2018* be forwarded to the Board for First Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177, 2018* be referred to the West Howe Sound Advisory Planning Commission, Skwxwú7mesh Nation, the Ministry of Transportation and Infrastructure and the Vancouver Coastal Health Authority for comment;

AND THAT a Public Information Meeting be held with respect to *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177, 2018*;

026/18 cont.

AND FURTHER THAT discussions take place with the proponent regarding community amenities.

Recommendation No. 6 *SCRD Zoning Amendment Bylaw No. 310.173, 2017 (BC Ferries, Langdale Ferry Terminal)*

THAT the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.173, 2017 (BC Ferries, Langdale Ferry Terminal), Electoral Area F be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.173, 2017* be amended as follows:

1. Under Permitted Uses delete “(3) (f) vessel personnel accommodation”;
2. Delete:
 - e. (4) Plan of Lease for the Langdale Ferry Terminal within Highway, Being Part of Lot 1, Plan 8089; Part of Lot 10, Plan 18562; and part of Port Mellon Highway Dedicated by the Deposit of the Explanatory Plan 3633 and Plan 8089, 18562, 19990, and Plans LMP 6457, LMP 6503, LMP 9502, and LMP 11956, all in D.L. 1401;
 - (5) Lot 7, District Lot 1401, Plan VAP14295; and
3. Amend Appendix A to remove reference to Areas 4 and 5;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.173, 2017* as amended be forwarded to the Board for Second Reading;

AND THAT prior to consideration of adoption, an agreement be concluded with BC Ferries regarding Lot 7, District Lot 1401, Plan VAP14295 to resolve:

1. Access to the Langdale well; and
2. BC Ferries' use of part of the parcel for parking;

AND THAT a Public Hearing to consider *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.173, 2017* be scheduled for 7:00 p.m., February 21, 2018, at Eric Cardinall Hall, located at 930 Chamberlin Road, West Howe Sound;

AND FURTHER THAT Director Lebbell be delegated as the Chair and Director Winn be delegated as the Alternate Chair for the Public Hearing.

Recommendation No. 7 *SCRD Zoning Amendment Bylaw No. 310.173, 2017 (BC Ferries, Langdale Ferry Terminal)*

THAT staff work with BC Ferries' to maximize the level of information available on the Langdale Ferry Terminal Development Plan throughout the rezoning process.

026/18 cont. **Recommendation No. 8** *Statutory Right of Way – District Lot 1312*

THAT the report titled Statutory Right of Way – District Lot 1312 be received;

AND THAT the Sunshine Coast Regional District (SCRD) enter into a Statutory Right of Way Agreement through District Lot 1312 for the maintenance of a recreational trail;

AND FURTHER THAT the SCRD Delegated Authorities be authorized to execute the Statutory Right of Way Agreement.

Recommendation No. 9 *License of Occupation No. 240598 Renewal – Dakota Ridge*

THAT the report titled License of Occupation No. 240598 Renewal – Dakota Ridge be received;

AND THAT the SCRD send a letter to the Ministry of Forests, Lands and Natural Resource Operations and Rural Development noting support for a 10-year renewal of License of Occupation No. 240598 for the parcel of land upon which the Dakota Ridge equipment shed sits;

AND FURTHER THAT the SCRD Delegated Authorities be authorized to sign the license of occupation renewal.

Recommendation No. 10 *2018 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC)*

THAT the report titled 2018 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received;

AND THAT Directors who have identified issues provide supporting information to staff in order to assist with the development of potential 2018 AVICC resolutions.

Recommendation No. 11 *Correspondence from Vaucroft Improvement District regarding request for Letter of Support*

THAT the correspondence from Shirley Higginson, Vaucroft Improvement District, requesting a Letter of Support for a FireSmart Project funding application to the BC Rural Dividend Program dated December 12, 2017 be received;

AND THAT a letter of support be provided to Vaucroft Improvement District for their FireSmart Project funding application to the BC Rural Dividend Program.

Recommendation No. 12 *Correspondence from City of West Kelowna regarding request for Letter of Support*

THAT the correspondence from Doug Findlater, Mayor, City of West Kelowna requesting a Letter of Support for Tax Revenue on Cannabis Sales for Local Governments dated December 13, 2017 be received.

026/18 cont. **Recommendation No. 13** *Correspondence from Ministry of Agriculture regarding Invitation to Agricultural Advisory Committee Workshops*

THAT the correspondence from Corrine Roesler, Acting Director, Strengthening Farming Program, Ministry of Agriculture, regarding Invitation to Agricultural Advisory Committee Workshops dated December 14, 2017 be received for information;

AND THAT the Agricultural Advisory Committee Board Liaison or Liaison Alternate be authorized to attend the Agricultural Advisory Committee Workshop in Langley on Wednesday February 21, 2018.

CARRIED

Infrastructure **It was moved and seconded**

027/18 THAT Infrastructure Services Committee recommendation Nos. 1-9 of January 18, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *North Thormanby Community Association - Vaucroft*

THAT the submission provided by the North Thormanby Community Association regarding Vaucroft Wharf Rehabilitation, dated January 7, 2018 be received;

AND THAT the letter submitted by John Dafoe regarding Vaucroft Dock and Pier be received.

Recommendation No. 2 *SCRD Ports – Long-term Outlook*

THAT the report titled SCRD Ports – Long-term Outlook be received for information.

Recommendation No. 3 *Parks Master Plan Debenture Rate Reset*

THAT the report titled Parks Master Plan Debenture Rate Reset be received;

AND THAT the current funding for debt servicing of the Parks Master Plan long term debenture be transferred to increase the annual base operating budget for asset repairs and maintenance by \$31,390 beginning in 2018;

AND FURTHER THAT the 2018-2022 Financial Plan be amended accordingly.

Recommendation No. 4 *Granthams Hall Rehabilitation Project Funding Plan*

THAT the report titled Granthams Hall Rehabilitation Project Funding Plan be received;

AND THAT the Granthams Hall Rehabilitation Project Funding Plan be deferred.

027/18 cont. **Recommendation No. 5** *Regional Organics Diversion Strategy*

THAT the report titled Regional Organics Diversion Strategy - Adoption be received;

AND THAT the Regional Organics Diversion Strategy be adopted.

Recommendation No. 6 *2017 Q4 Quarterly Report - Infrastructure*

THAT the report titled 2017 Q4 – Quarterly Report – Infrastructure be received.

Recommendation No. 7 *MOTI Road Maintenance Contracts*

THAT the Chief Administrative Officer's verbal report regarding Ministry of Transportation and Infrastructure Road Maintenance Contracts be received.

Recommendation No. 8 *Correspondence Regarding Recycling Depot Services*

THAT the correspondence from Minister of Environment, George Heyman, dated December 8, 2017 regarding Recycling Depot Services be received.

Recommendation No. 9 *WildSafeBC Annual Report 2017*

THAT the WildSafeBC Annual Report 2017 – Sunshine Coast be received.

CARRIED

Infrastructure **It was moved and seconded**

028/18 THAT Infrastructure Services Committee recommendation No. 10 of January 18, 2018 be received, adopted and acted upon as amended, as follows:

Recommendation No. 10 *District of Sechelt – Water Supply Correspondence*

THAT the correspondence from the District of Sechelt, dated December 22, 2017 regarding the SCRD Water Supply be received;

AND THAT a letter be written to the District of Sechelt following further discussion at the February 8, 2018 Board meeting.

CARRIED

Corporate **It was moved and seconded**

029/18 THAT Corporate and Administrative Services Committee recommendation Nos. 5 and 11 of January 25, 2018 be received, adopted and acted upon as follows:

029/18 cont.

Recommendation No. 5 *Grant Application for Community Emergency Preparedness Fund*

THAT the report titled Grant Application for Community Emergency Preparedness Fund – Emergency Operations Centres and Training be received;

AND THAT the grant application to the Union of British Columbia Municipalities for \$23,467 to support the Sunshine Coast Emergency Operations Centre be approved.

Recommendation No. 11 *Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project*

THAT the report titled Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project – Electoral Area F be received;

AND THAT the following comments be forwarded to the Canadian Environmental Assessment Agency (CEAA) with a copy to the BC Environmental Assessment Office:

- a. Should the project proceed the SCRD should be given an opportunity to provide comments with respect to the draft follow-up program before it is finalized; and
- b. Should the project proceed the CEAA should require that the following be posted on BURNCO's dedicated Project website:
 - i. approved follow-up program;
 - ii. an annual status report; and
 - iii. results of monitoring and activities;

AND THAT at this time the SCRD has significant concerns that the review processes followed by CEAA have not adequately addressed the concerns of our citizens;

AND THAT the SCRD recommends that the Ministry of Environment and Climate Change Canada reevaluate the applications and respective review processes related to BURNCO Rock Products Ltd. to date and seek to bring about a fulsome oversight by the responsible agencies.

CARRIED

Board Appointments **It was moved and seconded**

030/18

THAT the report titled 2018 Board Appointments be received;

AND THAT the following list of Board appointments be adopted:

030/18 cont.

Gibsons & District Fire Commission <i>Bylaw No. 448</i>	Area F Appointee Area E Appointee	Ian Winn Lorne Lewis
Gibsons & District Library <i>Library Act – Director from one of the participating areas</i>	SCRD Appointee Alternate	Lorne Lewis Ian Winn
Sechelt Public Library <i>Library Act</i>	SCRD Appointee Alternate	Garry Nohr Mark Lebbell
Municipal Finance Authority <i>Municipal Finance Authority Act</i>	SCRD Appointee Alternate	Bruce Milne Ian Winn
Municipal Insurance Association	SCRD Appointee Alternate	Bruce Milne Ian Winn
Metro Vancouver Aboriginal Relations Committee (non-voting)	SCRD Appointee	Lorne Lewis
Island Coastal Economic Trust (ICET)	Board Chair	Bruce Milne
Sunshine Coast Youth Awareness Committee	SCRD	Mark Lebbell
AVICC Special Committee on Solid Waste Management	SCRD Appointee	Ian Winn
Ocean Watch Action Plan Task Force	SCRD Liaison	Ian Winn
Agricultural Advisory Committee (AAC) (non- voting)	Board Liaison Alternate	Mark Lebbell Lorne Lewis
Natural Resources Advisory Committee (NRAC) (non-voting)	Board Liaison	Frank Mauro
Solid Waste Management Plan Monitoring Advisory Committee (PMAC) (non-voting)	Board Liaison	Ian Winn

030/18 cont.

**Ports Monitors
Committee (POMO)**
(non-voting)

Board Liaison

Ian Winn

**Coopers Green Hall
Replacement Design
Task Force** (non-voting)

Board Liaison

Garry Nohr

SIB Water Negotiations
*temporary Committee to deal with
delivery of water to SIB*

Bruce Milne
Frank Mauro

Heritage Protocol Committee

SCRD All Directors

CARRIEDAPC Appointments **It was moved and seconded**

031/18

THAT the report titled 2018 Advisory Planning Commission (APC)
appointments be received;

AND THAT the following individuals be appointed to the Area A APC for a
two year term:

Catherine McEachern
Jane McOuat
Gordon Littlejohn
Alan Skelley
Sean McAllister
Yovhan Burega;

AND FURTHER THAT letters of appreciation be sent to outgoing
members.

CARRIEDAPC Appointments **It was moved and seconded**

032/18

THAT the following individuals be appointed to the Area B APC for a two
year term:

Guy Tremblay
Jim Noon
Bruce Thorpe
Frank Belfry
Barbara Bolding;

AND THAT letters of appreciation be sent to outgoing members.

CARRIED

APC Appointments **It was moved and seconded**

033/18 THAT the following individuals be appointed to the Area D APC for a two year term unless otherwise specified:

Gerald Rainville
Dana Gregory
Bill Page
Nicola Kozakiewicz
Mike Allegretti (1-year term);

AND THAT letters of appreciation be sent to outgoing members.

CARRIED

APC Appointments **It was moved and seconded**

034/18 THAT the following individuals be appointed to the Area E APC for a two year term:

Patrick Fitzsimons
Lynda Chamberlin
Bob Morris
Nara Brenchley;

AND THAT letters of appreciation be sent to outgoing members.

CARRIED

APC Appointments **It was moved and seconded**

035/18 THAT the following individuals be appointed to the Area F APC for a two year term:

Laura Houle
Maura Laverty
Doug MacLennan;

AND THAT letters of appreciation be sent to outgoing members.

CARRIED

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

036/18 THAT the report titled Placement of Notice on Title be received.

CARRIED

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

037/18 THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 4, District Lot 2226, Plan 7889, PID 005-152-623.

CARRIED

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

038/18 THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 9, District Lot 1388, Plan 13161, PID 008-723-796.

CARRIED

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

039/18 THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot C, District Lot 3960, Plan EPP9926, PID 028-686-861.

CARRIED

BYLAWS

Bylaw 558.6 **It was moved and seconded**

040/18 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018* be read a first time.

CARRIED

Bylaw 558.6 **It was moved and seconded**

041/18 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018* be read a second time.

CARRIED

Bylaw 558.6 **It was moved and seconded**

042/18 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018* be read a third time.

CARRIED

Bylaw 638.7 **It was moved and seconded**

043/18 THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.7, 2018* be read a first time.

CARRIED

Bylaw 638.7 **It was moved and seconded**

044/18 THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.7, 2018* be read a second time.

CARRIED

Bylaw 638.7 **It was moved and seconded**

045/18 THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.7, 2018* be read a third time.

CARRIED

Bylaw 714 **It was moved and seconded**

046/18 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Bylaw No. 714, 2018* be read a first time.

CARRIED

Bylaw 714 **It was moved and seconded**

047/18 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Bylaw No. 714, 2018* be read a second time.

CARRIED

Bylaw 714 **It was moved and seconded**

048/18 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Bylaw No. 714, 2018* be read a third time.

CARRIED

Bylaw 714 **It was moved and seconded**

049/18 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Bylaw No. 714, 2018* be adopted.

CARRIED

Bylaw 310.173 **It was moved and seconded**

050/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.173, 2017* be read a second time.

CARRIED

Bylaw 600.5 **It was moved and seconded**

051/18 THAT *Elphinstone Official Community Plan Amendment Bylaw No. 600.5, 2017* be adopted.

CARRIED

Bylaw 641.6 **It was moved and seconded**

052/18 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.6, 2017* be adopted.

CARRIED

Bylaw 310.167 **It was moved and seconded**

053/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.167, 2017* be adopted.

CARRIED

The Board moved In Camera at 2:56 p.m.

IN CAMERA It was moved and seconded

054/18 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) and (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements...” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 3:03 p.m.

Lot B Hillside **It was moved and seconded**

055/18 THAT the SCRD provide a counter offer to Coastland Wood Industries Ltd. (Coastland) for the purchase of Lot B, Hillside, PID 018-502-547 in the amount of \$930,000;

AND THAT the following amendments be made in the counter offer to Coastland Wood Industries Ltd.:

055/18 cont.

- Clause 2 "...delivered to the SCRD office on or before 4:30 p.m. on November 15, 2017";
- Clauses 3 and 4 remain as written;
- Clause 5 be amended to "The sale will be completed on or before 4:30 p.m. on November 15, 2017 (Completion Date) at the appropriate Land Title Office.";
- Clause 6 be amended to "The Buyer will have possession of the Property (subject to any existing tenancies) as of 6:00 p.m. on November 15, 2017 (Possession Date).";
- Clauses 7-9 remain as written;
- There are two clause 10's amend to 10a and 10b and to remain as written;
- Clauses 11 to 15 remain as written;
- Clause 16 be deleted;
- Clauses 17-21 remain as written;
- Include an additional clause to exclude the existing water lease;
- Clause 23 "...the above mentioned Deposit (see Clause 2).";
- Clause 24 remain as written;

AND THAT the offer, or counter-offer, be open for acceptance by the Buyer until 3:00 p.m. on Monday, October 30, 2017;

AND FURTHER THAT staff be delegated the authority to negotiate and execute the transaction with Coastland.

CARRIED

Contract Award

It was moved and seconded

056/18

THAT the contract for Eastbourne Water System Operations and Maintenance be awarded to Keats Island Construction and Services Ltd. in the amount of \$140,940.06 for Operation and Maintenance, and extra fees for additional services as required for a 3-year term beginning March, 2018;

AND FURTHER THAT the 2018-2022 Financial Plan be amended accordingly.

CARRIED

ADJOURNMENT It was moved and seconded

057/18 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:03 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE
2018-2022 Financial Plan
January 22, 2018**

RECOMMENDATIONS FROM THE SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING (ROUND 1 BUDGET) HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	F. Mauro
	Directors	I. Winn G. Nohr L. Lewis M. Lebbell J. Valeriote D. Inkster B. Milne (Part) K. Julius (Part) A. Lutes (Alt. Part)
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	G.M., Corporate Services / Chief Financial Officer	T. Perreault
	Sr. Mgr., Administration and Legislative Services	A. Legault
	G.M., Planning and Community Development	I. Hall
	Sr. Mgr., Human Resources	G. Parker (Part)
	Manager, IT/GIS	D. Nelson (Part)
	Fire Chief	R. Michael (Part)
	Manager, Solid Waste Services	R. Cooper (Part)
	Manager, Utility Services	S. Walkey (Part)
	Manager, Utility Services – Special Projects	D. Crosby (Part)
	Administrative Assistant/Recorder	T. Crosby
	Media	1
	Public	6

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

REPORTS

Chief Administrative Officer Loveys and Chief Financial Officer Perreault provided an introduction to the 2018 Budget process (2018-2022 Financial Plan Overview).

Recommendation No. 1 *2018-2022 Financial Plan Overview and Update*

The Corporate and Administrative Services Committee recommended that the report titled 2018-2022 Financial Plan Overview and Update be received for information.

Recommendation No. 2 *2018 BC Assessment Impacts*

The Corporate and Administrative Services Committee recommended that the report titled 2018 BC Assessment Impacts be received for information.

Recommendation No. 3 *General Government – Administration [110] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for General Government - Administration be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Director Remuneration – Base Operating Budget Increase, \$20,000 funded through Taxation;
- Budget Proposal 2 – Replace Director Tablets – 4 year replacement cycle, \$13,500 funded from Reserves;
- Budget Proposal 3 – Update Electronic Document Management System (Content Server 16), \$50,000 funded from Reserves;
- Budget Proposal 4 – Consulting Services – 2019-2022 Strategic Plan Development, \$25,000 funded from Reserves.

Recommendation No. 4 *Information Technology [117] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [117] Information Technology be received;

AND THAT the following budget proposal be incorporated into the Information Technology [117] budget and referred to the 2018 Round 2 Budget for further consideration:

- Budget Proposal 1 – 5 Year Capital Plan – Base Budget Increase - Replacement of Information Technology Equipment, \$50,000 funded from Support Services;

AND FURTHER THAT staff provide a report prior to 2018 Round 2 Budget meetings with an overview of the preliminary Information Technology asset management plan, including priority replacement requirements and funding needs.

Recommendation No. 5 *Gibsons and District Fire Protection [210] - 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [210] Gibsons and District Fire Protection be received;

AND THAT that the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Pager Replacement (50), \$32,481 funded from Reserves;

- Budget Proposal 2 – Preventative Maintenance Program Cliff Mahlman Fire Hall, \$7,500 increase to base budget funded through Taxation;
- Budget Proposal 3 – Paint the Exterior of Fire Hall #1, \$15,000 funded through Taxation;
- Budget Proposal 5 – Fire Department Records Management Software, \$2,500 funded from Reserves.

Recommendation No. 6 *Gibsons and District Fire Protection [210] - 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Gibsons and District Fire Protection [210] budget and referred to the 2018 Round 2 Budget with clarification regarding the deficit balances presented in the Five-Year Capital Reserves Plan:

- Budget Proposal 4 – Replace Fire Prevention Officer Vehicle, \$75,000 funded from Reserves.

The Committee recessed at 10:48 a.m. and reconvened at 10:58 a.m.

Recommendation No. 7 *Roberts Creek Fire Protection [212] - 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [212] Roberts Creek Fire Protection be received;

AND THAT that the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Pager Replacement (30), \$19,489 funded from Reserves;
- Budget Proposal 2 – Roberts Creek Volunteer Fire Department Site Design \$5,000 funded \$2,500 through Taxation and \$2,500 from Reserves;
- Budget Proposal 3 – Fire Department Records Management Software, \$2,500 funded from Reserves.

Recommendation No. 8 *Halfmoon Bay Fire Protection [216] - 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [216] Halfmoon Bay Fire Protection be received;

AND THAT that the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Pager Replacement (35), \$22,737 funded from Reserves;
- Budget Proposal 2 – Annual Capital Reserve Increase, \$35,000 funded through Taxation;
- Budget Proposal 3 – Fire Department Records Management Software, \$2,500 funded from Reserves.

Recommendation No. 9 *Egmont and District Fire Protection [218] - 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [218] Egmont and District Fire Protection be received;

AND THAT that the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Pager Replacement (18), \$11,694 funded from Reserves;
- Budget Proposal 2 – Fire Department Records Management Software, \$2,500 funded from Reserves.

Recommendation No. 10 *Emergency Telephone 911 [220] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [220] Emergency Telephone 911 be received.

Recommendation No. 11 *Transit [310] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [310] Transit be received;

AND THAT the following budget proposal be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Preventative Maintenance Program, Base Budget Increase \$14,000 funded through Taxation.

Recommendation No. 12 *Regional Solid Waste [350-352] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [350-352] Regional Solid Waste be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – [352] Sechelt Landfill 4x4 Truck Replacement, up to \$25,000 funded from Reserves;
- Budget Proposal 2 – [351-352] Asset Inventory and Condition Assessment for Sechelt Landfill and Pender Harbour Transfer Station, \$40,000 funded from Reserves;
- Budget Proposal 3 – [350] 2018 WildsafeBC Program, \$5,500 funded through Taxation;
- Budget Proposal 4 – [351] Site Improvement at Pender Harbour Transfer Station, \$10,000 funded from Reserves.

Director Julius joined the meeting at 11:34 a.m.

Recommendation No. 13 *Regional Solid Waste [350-352] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be referred to the 2018 Round 2 Budget:

- Budget Proposal 5 – [350] Islands Clean-Up Service Expansion \$31,000 funded through Taxation;

AND THAT additional information, including details from the previous staff report be provided as follows:

- Reconciliation of the clean-up service to all islands;

- Detail of the services received and subsidy of bins included under the Regional Solid Waste function; and
- Consideration of providing an islands clean-up service every two years.

Director Winn opposed.

Recommendation No. 14 *South Pender Harbour Water Service [366] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [366] South Pender Harbour Water Service be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Base Operating Budget Increase, \$16,000 funded through Existing User Fees;
- Budget Proposal 2 – Demand Reduction Rebate Program – Rainwater Harvesting Rebate Pilot Program, \$2,000 funded through Existing User Fees;

Recommendation No. 15 *South Pender Harbour Water Service [366] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 3 – Vehicle Replacement, \$30,000 funded through Municipal Finance Authority 5-Year Equipment Financing Loan;

AND THAT a loan of up to \$30,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of a new Replacement Vehicle.

Recommendation No. 16 *Regional Water Service Area [370] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [370] Regional Water Service Area be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Exposed Water Main Rehabilitation, \$112,500 funded from Reserves;
- Budget Proposal 2 – Demand Reduction Rebate Program – Rainwater Harvesting Rebate Pilot Program, \$25,000 funded through Existing User Fees;
- Budget Proposal 6 – Chapman Water Treatment Plant Chlorination System Upgrade, \$692,000 funded from Reserves.

Recommendation No. 17 *Regional Water Service Area [370] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Regional Water [370] budget and referred to the 2018 Round 2 Budget with a report which provides an investigation scope and proposed capital funding:

- Budget Proposal 3 – Regional Water Storage Capacity, \$200,000 funded from Reserves.

Recommendation No. 18 *Regional Water Service Area [370] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Regional Water [370] budget and referred to the 2018 Round 2 Budget pending the Groundwater Task Force results being presented at Committee:

- Budget Proposal 4 – Groundwater Investigation – Stage 2 – Test Drilling Program, \$325,000 funded from Reserves.

Recommendation No. 19 *Regional Water Service Area [370] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be referred to 2018 Round 2 Budget pending notification regarding the Gas Tax Strategic Priorities Fund (SPF) Grant:

- Budget Proposal 5 – Universal Water Meter Installations – Phase 3 – District of Sechelt, \$5,896,550 funded through potential Gas Tax SPF Grant.

Recommendation No. 20 *Regional Water Service Area [370] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 7 – Vehicle Replacements, \$200,000 funded through Municipal Finance Authority 5-Year Equipment Financing Loan;

AND THAT a loan of up to \$200,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of three new Replacement Vehicles.

Director Milne left the meeting at 12:16 p.m.

The Committee recessed at 12:16 p.m. and reconvened at 1:01 p.m.

Alternate Director Lutes joined the meeting at 1:01 p.m.

Recommendation No. 21 *North Pender Harbour Water Service [365] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [365] North Pender Harbour Water Service be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Base Operating Budget Increase, \$15,500 funded through Existing User Fees;
- Budget Proposal 2 – Demand Reduction Rebate Program – Rainwater Harvesting Rebate Pilot Program, \$1,500 funded through Existing User Fees.

Recommendation No. 22 *Ports Services [345] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [345] Ports Services be received;

AND THAT the following budget proposal be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – 5 Year Capital Plan Repairs, \$130,000 funded through Taxation.

Recommendation No. 23 *Ports Services [345] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Ports Services [345] budget and referred to the 2018 Round 2 Budget with additional information regarding the projected 2019 taxation implications for participating areas related to the Short Term Debt funding requirement:

- Budget Proposal 2 - Vaucroft Capital Works, \$450,000 funded through Short Term Debt.

Recommendation No. 24 *Hillside Development Project [540] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [540] Hillside Development Project be received;

AND THAT the following budget proposal be referred to 2018 Round 2 Budget pending a staff report, prior to 2018 Round 2 Budget, on funding options:

- Budget Proposal 1 – Hillside Development Project – Investment Attraction Analysis, \$60,000 funded through potential Grant;

AND FURTHER THAT a grant application be made to the Island Coastal Economic Trust Economic Development Readiness Program for the project.

Recommendation No. 25 *Cemetery [400] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [400] Cemetery be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Cemetery Business Plan, \$25,000 funded from Reserves;
- Budget Proposal 2 – Cemetery Base Budget Adjustment, \$10,000 funded through Taxation \$5,000 and User Fees \$5,000.

Recommendation No. 26 *Community Recreation [615] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [615] Community Recreation be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Fitness Equipment Replacement, \$251,650 funded from Reserves;
- Budget Proposal 3 – Gibsons and Area Community Centre – Recommission Hot Water Heat Recovery System, \$12,000 funded from Reserves.

Recommendation No. 27 *Community Recreation [615] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Community Recreation [615] budget and referred to 2018 Round 2 Budget with options for other sources of funding:

- Budget Proposal 2 – Sunshine Coast Arena – Water Efficiency Plan, \$25,000 funded through Taxation.

Recommendation No. 28 *Community Parks [650] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [650] Community Parks be received;

AND THAT the following budget proposal be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Regional Parks – Minor Capital Repairs Funding Adjustment, \$20,000 funded through Reserves for 2018.

Recommendation No. 29 *Community Parks [650] – 2018 R1 Budget Proposal*

The Corporate and Administrative Services Committee recommended that the following budget proposal be incorporated into the Community Parks [650] budget and referred to 2018 Round 2 Budget with additional information regarding options for other sources of funding, synergies with water efficiency projects, potential economies of scale and water conservation:

- Budget Proposal 2 – Sunshine Coast Regional District Sports Fields Potable Water Use Reduction, \$30,000 funded through Taxation.

Recommendation No. 30 *Pender Harbour Aquatic and Fitness Centre [625] – 2018 R1 Budget Proposals*

The Corporate and Administrative Services Committee recommended that the report titled 2018 R1 Budget Proposal for [625] Pender Harbour Aquatic and Fitness Centre be received;

AND THAT the following budget proposals be incorporated into the 2018 Round 2 Budget:

- Budget Proposal 1 – Base Budget Increase of Revenues, \$20,000 funded from User Fees;

- Budget Proposal 2 – Base Budget Increase of Expenses, \$20,000 funded from User Fees;
- Budget Proposal 3 – Replacement of Bathroom and Change Room Partitions, \$10,000 funded from Reserves;
- Budget Proposal 4 – Replacement of Stereo System, \$11,000 funded from Reserves.

NEW BUSINESS

- 1) *The Committee discussed ports funding apportionment history and North and South Pender Harbour Water Service reserve funds.*

The Committee recessed at 2:12 p.m. and reconvened at 2:19 p.m.

IN CAMERA

The Committee moved In-Camera at 2:20 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90(1) (c) and (k) of the *Community Charter* – “labour relations or other employee relations” and “negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

The Committee moved out of In Camera at 3:16 p.m.

ADJOURNMENT

3:17 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE
January 23, 2018**

RECOMMENDATIONS FROM THE SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING (ROUND 1 BUDGET) HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	F. Mauro
	Directors	I. Winn G. Nohr L. Lewis M. Lebbell J. Valeriotte D. Inkster B. Milne K. Julius
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	G.M., Corporate Services / Chief Financial Officer	T. Perreault
	G.M., Planning and Community Development	I. Hall
	Administrative Assistant/Recorder	T. Crosby
	Media	1
	Public	25

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

The Chief Administrative Officer and Chief Financial Officer provided a brief introduction on meeting process.

PETITIONS AND DELEGATIONS

Heather Evans-Cullen, Library Director and Rob Flux, Board Member, Gibsons and District Public Library addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Ms. Evans-Cullen and Mr. Flux for their presentation.

Recommendation No. 1 Gibsons and District Public Library – 2018 Budget Request

The Corporate and Administrative Services Committee recommended that the 2018 budget submission of \$595,309 from the Gibsons and District Public Library be approved and incorporated into the 2018 Round 2 Budget.

Ann Hopkins, Board Chair and Margaret Hodgins, Chief Librarian, Sechelt Public Library addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Ms. Hopkins and Ms. Hodgins for their presentation.

Recommendation No. 2 *Sechelt Public Library - 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from the Sechelt Public Library be received:

- Special Project Request Update;
- Correspondence dated January 8, 2018 regarding Reduction in Sechelt Library Hours for 2018.

AND THAT the 2018 budget submission in the amount of \$628,472 be approved and incorporated per the 2018 Memorandum of Understanding in the 2018 Round 2 Budget;

AND FURTHER THAT the special project requests be referred to 2018 Round 2 Budget for consideration.

The Committee recessed at 10:47 a.m. and reconvened at 10:58 a.m.

Recommendation No. 3 *Sechelt Public Library – Per Capita*

The Corporate and Administrative Services Committee recommended that staff investigate the availability of the Ministry of Education's Public Library Services Branch to attend a Committee meeting to present per capita information for libraries;

AND THAT staff report with background on the per capita information provided in the Sechelt Library Presentation to 2018 Round 2 Budget.

Director Milne opposed.

Ted Chisholm, Program Coordinator, Sechelt Community Schools Society addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Mr. Chisholm for his presentation.

Recommendation No. 4 *Sechelt Community Schools Society – 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from the Sechelt Community School Society be received:

- 2018 Overall Budget to January 9, 2018;
- 2018 Program Budget Request including Actuals to January 9, 2018;
- 2018 Youth Centre Budget Request including Actuals to January 9, 2018.

AND THAT the 2018 budget submission of \$10,000 for Youth Programs and the 2018 budget submission of \$30,000 for the Sechelt Youth Centre from the Sechelt Community Schools Society be approved and incorporated into the 2018 Round 2 Budget for Regional Recreation [670];

AND THAT the additional base budget funding request of \$5,000 to cover rent be approved and incorporated into the 2018 Round 2 Budget for Regional Recreation [670];

AND FURTHER THAT the staff report titled Sechelt Community Schools Society - Rent Consideration Through Joint Use Agreement be received.

Francine Clohosey, Manager, Pender Harbour Community School Society addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Ms. Clohosey for her presentation.

Recommendation No. 5 *Pender Harbour Community School Society – 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from the Pender Harbour Community School Society be received:

- Updated 2018 Budget Request for Recreation Program;

AND THAT the 2018 budget submission of \$10,000 for Youth Programs and the 2018 budget submission of \$40,000 for the Recreation Programs for Pender Harbour Community School Society be approved and incorporated into 2018 Round 2 Budgets for Regional Recreation [670] - \$42,000 and for Rural Areas' Grant-in-Aid [121] - \$8,000.

Tonya St. Marie, Pan Willson, Lisa Weitendorf, Sunshine Coast Community Services Society addressed the Committee regarding the 2018 Budget Request.

The Chair thanked the delegation for their presentation.

Recommendation No. 6 *Sunshine Coast Community Services Society – 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the 2018 budget submission of \$38,712 from the Sunshine Coast Community Services Society for the Youth Outreach Worker Program be approved and incorporated into 2018 Round 2 Budget apportioned based on 50% assessed value and 50% population from Rural Areas' Grant-in-Aid Electoral Areas A, B, D, E, F [121-129].

Carol Stewart and Linda Williams, Coast Cultural Alliance addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Ms. Stewart and Ms. Williams for their presentation.

Recommendation No. 7 *Coast Cultural Alliance– 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from the Coast Cultural Alliance be received:

- 2018 Budget with Actuals to November 30, 2017;
- Correspondence dated December 22, 2017 regarding Synergies with Sunshine Coast Regional Economic Development Organization;

AND THAT the 2018 budget submission of \$3,100 for Sunshine Coast Art Crawl and the 2018 budget submission of \$2,400 for the Arts and Culture Calendar for the Coast Cultural Alliance be approved and incorporated into the 2018 Round 2 Budget, funded evenly between Economic Development A, B, D, E and F [531-535].

Paul Kamon, Executive Director, Sunshine Coast Tourism addressed the Committee regarding the 2018 Budget Request.

The Chair thanked Mr. Kamon for his presentation.

Recommendation No. 8 *Sunshine Coast Tourism– 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from Sunshine Coast Tourism be received:

- Presentation titled Sunshine Coast Tourism dated January 23, 2018;

AND THAT the 2018 budget submission of \$20,000 for Sunshine Coast Tourism be approved and incorporated into the 2018 Round 2 Budget, by assessed value for each of Economic Development A, B, D, E and F [531-535].

Recommendation No. 9 *Skookumchuck Heritage Society / Egmont Heritage Centre– 2018 Budget Request*

The Corporate and Administrative Services Committee recommended that the following new information from the Skookumchuck Heritage Society / Egmont Heritage Centre be received:

- 2018 Budget Request including Revised 2017 Actuals;

AND THAT the 2018 budget submission of \$32,200 for Skookumchuck Heritage Society / Egmont Heritage Centre be approved and incorporated into the 2018 Round 2 Budget for Museum Services [648].

Director Milne left the meeting at 12:45 p.m.

The Committee recessed at 12:45 p.m. and reconvened at 1:16 p.m.

Alternate Director Lutes joined the meeting at 1:16 p.m.

REPORTS

Recommendation No. 10 *Rural Areas' Grant-in-Aid and Economic Development Status Updates*

The Corporate and Administrative Services Committee recommended that the report titled Rural Areas' Grant-in-Aid and Economic Development Status Updates be received for information;

AND THAT Economic Development [531-535] and Rural Areas' Grant-in-Aid [121-129] functions be referred to 2018 Round 2 Budget for further consideration.

Recommendation No. 11 *Sunshine Coast Museum and Archives*

The Corporate and Administrative Services Committee recommended that the following new information from the Sunshine Coast Museum and Archives be received:

- 2018 Budget Request including 2017 Budget vs. Actuals to December 31, 2017;

AND THAT the 2018 budget submission of \$86,275 for Sunshine Coast Museum and Archives be approved and incorporated into the 2018 Round 2 Budget for Museum Services [648].

Recommendation No. 12 *Pender Harbour Health Centre*

The Corporate and Administrative Services Committee recommended that the following new information from the Pender Harbour Health Centre be received:

- Correspondence dated January 2, 2018 regarding Special Project Request;

AND THAT the 2018 budget submission of \$126,040.39 for the Pender Harbour Health Centre be incorporated into the 2018 Round 2 Budget for Pender Harbour Health Clinic [410];

AND THAT the 2018 budget submission and special request be referred to 2018 Round 2 Budget for further consideration;

AND FURTHER THAT the staff report titled Pender Harbour Health Clinic-Funding Options for Special Project and Allocation Options for Electoral Area B be referred to 2018 Round 2 Budget. *Alternate Director Lutes left the meeting at 1:31 p.m.*

Director Milne joined the meeting at 1:31 p.m.

Recommendation No. 13 *Halfmoon Bay – Chatelech Community School Association*

The Corporate and Administrative Services Committee recommended that the Halfmoon Bay-Chatelech Community School Association 2018 budget submission of \$10,000 for Youth Programs be approved and incorporated into the 2018 Round 2 Budget for Rural Areas' Grant-in-Aid Community Schools [125];

AND THAT the Special Project for Halfmoon Bay Tween Night be approved and incorporated into the 2018 Round 2 Budget for Rural Areas' Grant-in-Aid [122] for 2018;

AND FURTHER THAT the staff report titled Halfmoon Bay-Chatelech Community School Association Funding Options for Special Project Request September 2018 to June 2019 be received.

COMMUNICATIONS

Recommendation No. 14 *Roberts Creek Community Library*

The Corporate and Administrative Services Committee recommended that the following new information from the Roberts Creek Community Library be received:

- Revised 2018 budget with 2017 Budget vs. Actuals;

AND THAT the 2018 budget submission of \$13,500 for the Roberts Creek Community Library be incorporated into the 2018 Round 2 Budget for Roberts Creek Library Service [646];

AND FURTHER THAT the 2018 budget submission be referred to 2018 Round 2 Budget for further consideration.

Recommendation No. 15 *Pender Harbour Reading Centre*

The Corporate and Administrative Services Committee recommended that the following new information from the Pender Harbour Reading Centre be received:

- 2018 Budget;

AND THAT the 2018 budget submission of \$2,000 for the Pender Harbour Reading Centre be incorporated into the 2018 Round 2 Budget for Egmont / Pender Harbour Library Service [643];

AND FURTHER THAT the 2018 budget submission be referred to 2018 Round 2 Budget for further consideration.

Recommendation No. 16 *Sechelt Community Archives*

The Corporate and Administrative Services Committee recommended that the Sechelt Community Archives budget request of \$9,548 be approved and incorporated into the 2018 Round 2 Budget for Museum Services [648].

Recommendation No. 17 *Roberts Creek Community School Society*

The Corporate and Administrative Services Committee recommended that the 2018 budget submission from the Roberts Creek Community School Society of \$10,000 for Youth Programs be approved and incorporated into the 2018 Round 2 Budget for Regional Recreation [670].

Recommendation No. 18 *Gibsons and District Chamber of Commerce*

The Corporate and Administrative Services Committee recommended that the Gibsons and District Chamber of Commerce 2018 budget request be approved and incorporated into the 2018 Round 2 Budget as follows:

- Visitor Information Centre (Gibsons and Electoral Areas E and F) - Electoral Area E [534] \$2,000 and Electoral Area F [535] \$4,100;
- Mobile Visitor Services Centre - Electoral Area E [534] \$600 and Electoral Area F [535] \$1,000.

Recommendation No. 19 *Pender Harbour and District Chamber of Commerce*

The Corporate and Administrative Services Committee recommended that the Pender Harbour and District Chamber of Commerce 2018 budget request be approved and incorporated into the 2018 Round 2 Budget for Electoral Area A Economic Development [531], as follows:

- Tourism Sanitation Services (Portable Toilets) \$2,500
- Visitor Information Centre Washrooms \$4,750
- Visitor Information Booths \$8,000
- Economic Development \$2,500.

NEW BUSINESS

- 1) *The Committee discussed Electoral Area D Library Funding.*

Recommendation No. 20 *Library Funding Summary*

The Corporate and Administrative Services Committee recommended that staff provide the 2018 Library Funding Summary at the 2018 Round 2 Budget meeting.

ADJOURNMENT 1:50 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

January 25, 2018

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

PRESENT:	Chair	F. Mauro
	Directors	I. Winn G. Nohr M. Lebbell J. Valeriote L. Lewis D. Inkster B. Milne K. Julius
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	G.M., Corporate Services / Chief Financial Officer	T. Perreault
	Sr. Mgr., Administration and Legislative Services	A. Legault
	Sr. Mgr. Human Resources	G. Parker (Part)
	Administrative Assistant / Recorder	T. Crosby
	Media	2
	Public	2

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended.

REPORTS

Recommendation No. 1 *Parcel Tax Roll Review Panel*

The Corporate and Administrative Services Committee recommended that the report titled Parcel Tax Roll Review Panel be received;

AND THAT Directors Lebbell, Milne and Winn be appointed to the Parcel Tax Roll Review Panel;

AND THAT the Parcel Tax Roll Review Panel sitting be scheduled for February 22, 2018 at 9:00 a.m. in the Sunshine Coast Regional District (SCRD) Field Road Office Boardroom;

AND FURTHER THAT the Chief Financial Officer be appointed Collector for the SCRD.

Recommendation No. 2 *Long Term Debt*

The Corporate and Administrative Services Committee recommended that the report titled Long Term Debt as at December 31, 2017 be received for information.

Recommendation No. 3 *Director Constituency and Travel Expenses*

The Corporate and Administrative Services Committee recommended that the report titled Director Constituency and Travel Expenses for Period Ending December 31, 2017 be received for information.

Director Nohr left the meeting at 9:38 a.m.

Recommendation No. 4 *Contracts Between \$50,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the report titled Contracts Between \$50,000 and \$100,000 – from September 1 to December 31, 2017 be received for information.

Recommendation No. 5 *Grant Application for Community Emergency Preparedness Fund*

The Corporate and Administrative Services Committee recommended that the report titled Grant Application for Community Emergency Preparedness Fund – Emergency Operations Centres and Training be received;

AND THAT the grant application to the Union of British Columbia Municipalities for \$23,467 to support the Sunshine Coast Emergency Operations Centre be approved;

AND FURTHER THAT this recommendation be forwarded to the January 25, 2018 Regular Board meeting.

Recommendation No. 6 *Corporate and Administrative Services – 2017 Semi-Annual Report*

The Corporate and Administrative Services Committee recommended that the report titled Corporate and Administrative Services – Semi-Annual Report for 2017 be received for information.

Director Nohr returned to the meeting at 9:47 a.m.

Director Winn left the meeting at 10:01 a.m.

Recommendation No. 7 *2018 Resolutions to Association of Vancouver Island and Coastal Communities*

The Corporate and Administrative Services Committee recommended that the report titled 2018 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received;

AND THAT the following resolutions be approved and submitted to AVICC as follows:

Re-evaluation of Resolutions by the Province

WHEREAS UBCM, as the conduit between its members and the provincial government, endorses numerous resolutions of significance to all local governments;

AND WHEREAS there has been a change in provincial government;

THEREFORE BE IT RESOLVED THAT UBCM review previous resolutions to determine whether they should be re-submitted to the Province within the context of the priorities and policies of the new provincial government.

BC Ferries Medical Priority Loading

WHEREAS individuals residing in ferry dependent communities who are travelling in relation to significant medical procedures are not automatically given priority loading on BC Ferries which can result in delays and unnecessary suffering;

AND WHEREAS applications for medical assured loading require advance planning which is not always possible given the variability of hospital stays and appointment times, and rely on medical practitioner time and awareness of the program;

THEREFORE BE IT RESOLVED that the Ministry of Health be requested to modify the Travel Assistance Program to ensure that patients from ferry dependent communities requiring significant medical procedures receive priority loading.

Watershed Governance Model

WHEREAS UBCM has consistently advocated for providing water purveyors with greater control over the watersheds that provide drinking water to their communities;

AND WHEREAS an integrated watershed governance approach that recognizes Indigenous water rights and utilizes a collaborative, consensus building approach to decision making could provide a model that addresses community needs while balancing the resource and capacity limitations experienced by local governments and First Nations;

THEREFORE BE IT RESOLVED THAT the Province recognize and support local watershed collaborative governance entities and adequately resource these entities.

Recommendation No. 8 *2018 Resolutions to Association of Vancouver Island and Coastal Communities*

The Corporate and Administrative Services Committee recommended that staff draft a resolution regarding increased provincial bicycle infrastructure funding for consideration of submission to the Association of Vancouver Island and Coastal Communities for review in February 2018.

The Committee recessed at 10:17 a.m. and reconvened at 10:31 a.m.

Director Winn returned to the meeting 10:31 a.m.

Chair Mauro passed the Chair to Director Winn at 11:15 a.m.

The Committee recessed at 11:16 a.m. and reconvened at 11:20 a.m.

Director Mauro resumed the Chair at 11:20 a.m.

Recommendation No. 9 *Apportionment Options for Transit Service*

The Corporate and Administrative Services Committee recommended that the report titled Apportionment Options for Transit Service be received;

AND THAT a Special Committee meeting be scheduled in the second quarter of 2018 to discuss options for Transit Apportionment.

Director Lebbell opposed.

The Committee recessed at 11:39 a.m. and reconvened at 11:45 a.m.

Recommendation No. 10 *Review of Services*

The Corporate and Administrative Services Committee recommended that staff prepare a report on the feasibility, timing, process, scope and resources required for a review of selected SCRD services.

Recommendation No. 11 *Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project*

The Corporate and Administrative Services Committee recommended that the report titled Canadian Environmental Assessment Agency Comprehensive Study Report for BURNCO Aggregate Mine Project – Electoral Area F be received;

AND THAT the following comments be forwarded to the Canadian Environmental Assessment Agency (CEAA) with a copy to the BC Environmental Assessment Office:

- a. Should the project proceed the SCRD should be given an opportunity to provide comments with respect to the draft follow-up program before it is finalized; and
- b. Should the project proceed the CEAA should require that the following be posted on BURNCO's dedicated Project website:
 - i. approved follow-up program;
 - ii. an annual status report; and
 - iii. results of monitoring and activities;

AND THAT at this time the SCRD has significant concerns that the review processes followed by CEAA have not adequately addressed the concerns of our citizens;

AND THAT the SCRD recommends that the Ministry of Environment and Climate Change Canada reevaluate the applications and respective review processes related to BURNCO Rock Products Ltd. to date and seek to bring about a fulsome oversight by the responsible agencies;

AND FURTHER THAT this recommendation be forwarded to the January 25, 2018, Regular Board meeting.

COMMUNICATIONS**Recommendation No. 12** *Association of Vancouver Island and Coastal Communities – 2018 Annual General Meeting and Convention*

The Corporate and Administrative Services Committee recommended that the correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) – 2018 Annual General Meeting and Convention – Call for Nominations for AVICC Executive be received.

IN CAMERA

The Committee moved In-Camera at 12:11 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90(1) (i) and (k) of the *Community Charter* – “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose” and “negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

The Committee moved out of In Camera at 12:14 p.m.

ADJOURNMENT 12:14 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – February 8, 2018

AUTHOR: Sherry Reid, Deputy Corporate Officer

SUBJECT: DISTRICT OF SECHELT WATER SUPPLY CORRESPONDENCE

RECOMMENDATION(S)

THAT the report titled District of Sechelt Water Supply Correspondence be received.

BACKGROUND

The following resolution was adopted at the January 25, 2018 Regular Board meeting:

028/18 **Recommendation No. 10** *District of Sechelt – Water Supply Correspondence*

THAT the correspondence from the District of Sechelt, dated December 22, 2017 regarding the SCRD Water Supply be received;

AND THAT a letter be written to the District of Sechelt following further discussion at the February 8, 2018 Board meeting.

DISCUSSION

The correspondence from the District of Sechelt regarding the SCRD water supply has been provided for reference in Attachment “A”.

STRATEGIC PLAN AND RELATED POLICIES

Discussion of the District of Sechelt’s letter regarding SCRD water supply supports the strategic value of Transparency.

CONCLUSION

The January 25th Board resolution and related correspondence have been provided to support the Board’s discussion.

Attachment A: Correspondence from the District of Sechelt, dated December 22, 2017, regarding Water Supply.

Reviewed by:			
Manager		Finance	
GM		Legislative	X - A. Legault
CAO	X – J. Loveys	Other	

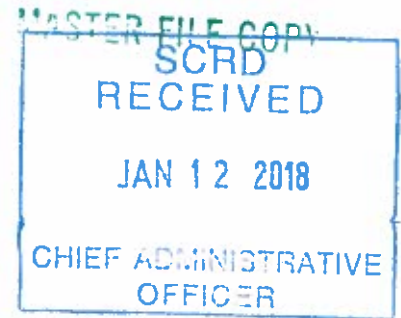


December 22, 2017

File No. 0400-50

Sunshine Coast Regional District
1975 Field Road, Sechelt, BC V0N 3A1

Attention: Janet Loveys,
Chief Administrative Officer



Dear Ms. Loveys:

RE: Water Supply

Please be advised that the District of Sechelt Council, at its Regular Meeting held on December 6, 2017, resolved the following:

"Recognizing the critical importance of a sufficient water supply to meet the needs of the Sunshine Coast community, especially in times of drought; and

Acknowledging that in recent years SCRD water supply has faced numerous challenges to meet community needs, including: severe drought, and widespread water usage restrictions;

Council affirms that securing an adequate water supply on behalf of our community is the top priority of District of Sechelt Directors at the SCRD Board; and

Council directs staff to write a letter to SCRD CAO Janette Loveys advising of this resolution and requesting all reasonable and expeditious measures be taken to secure an expanded water supply on behalf of the District of Sechelt taxpayers and citizens."

Should you require any further information, please do not hesitate to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Jo-Anne Frank".

Jo-Anne Frank
Corporate Officer
JF/

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 558.6

**A bylaw to amend Sunshine Coast Regional District
Municipal Ticket Information System Bylaw No. 558, 2006**

WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006*;

NOW THEREFORE the Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018*.
2. *Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006* is hereby amended as follows:
 - a) Delete Schedule 1 in its entirety and replace with the revised Schedule 1 attached hereto.
 - b) Delete Schedules 2 through 18 inclusive in their entirety and replace with the revised Schedules 2 through 18 as attached hereto.
 - c) Add new Schedules 19 and 20 as attached hereto.

READ A FIRST TIME this 25th day of January, 2018

READ A SECOND TIME this 25th day of January, 2018

READ A THIRD TIME this 25th day of January, 2018

ADOPTED this 8th day of February, 2018

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1

Attached to and Forming Part of Bylaw No 558, 2006.

Column 1 Designated Bylaws	Column 2 Designated Bylaw Enforcement Officer
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Schedule 2

Bylaw No. 422, 1995	<ul style="list-style-type: none">• General Manager, Infrastructure Services or Designate
“SCRD Revised Water Rates and Regulations Bylaw No. 422, 1995”	<ul style="list-style-type: none">• Utilities Supervisor• Bylaw Compliance Officer

Schedule 3

Bylaw No. 310, 1987	<ul style="list-style-type: none">• Manager, Planning & Community Development or Designate
“SCRD Zoning Bylaw No. 310, 1987”	<ul style="list-style-type: none">• Bylaw Compliance Officer• Building Inspector

Schedule 4

Bylaw No. 337, 1990	<ul style="list-style-type: none">• Manager, Planning & Community Development or Designate
“SCRD Electoral A Zoning Bylaw No. 337, 1990”	<ul style="list-style-type: none">• Bylaw Compliance Officer• Building Inspector

Schedule 5

Bylaw No. 597, 2008	<ul style="list-style-type: none">• Bylaw Compliance Officer
“SCRD Noise Control Bylaw No. 597, 2008”	<ul style="list-style-type: none">• Dog Control Officer• RCMP Officers

Schedule 6

Bylaw No. 687, 2014	<ul style="list-style-type: none">• Bylaw Compliance Officer
“SCRD Building Bylaw No. 687, 2014”	<ul style="list-style-type: none">• Building Inspector

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Schedule 7

Bylaw No. 376, 1994	<ul style="list-style-type: none">• Dog Control Officer
“SCRD Dog Regulation and Impounding Bylaw No. 376, 1994”	<ul style="list-style-type: none">• Bylaw Compliance Officer• RCMP Officers

Schedule 8 - Repealed

Schedule 9

Bylaw No. 356, 1991	<ul style="list-style-type: none">• Manager, Parks & Recreation
“SCRD Regional Parks Regulation Bylaw No. 356, 1991”	<ul style="list-style-type: none">• Parks Supervisor or Designate• Parks Planning Coordinator• Bylaw Compliance Officer• RCMP Officers

Schedule 10

Bylaw No 350, 1991	<ul style="list-style-type: none">• Manager, Planning & Community Development or Designate
“SCRD Tree Cutting Permit Bylaw No. 350, 1991”	<ul style="list-style-type: none">• Bylaw Compliance Officer

Schedule 11

Bylaw No 554, 2005	<ul style="list-style-type: none">• Dog Control Officer
“SCRD Kennel Regulation Bylaw No. 554, 2006”	<ul style="list-style-type: none">• Bylaw Compliance Officer

Schedule 12

Bylaw No. 518, 2002	<ul style="list-style-type: none">• General Manager, Infrastructure Services or Designate
“SCRD Ports Regulation Bylaw No. 518, 2002”	<ul style="list-style-type: none">• Bylaw Compliance Officer• RCMP Officers

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Schedule 13

Bylaw No. 598, 2008	• General Manager, Planning & Community Development or Designate
“Roberts Creek Smoke Control Regulations Bylaw No. 598, 2008”	• Bylaw Compliance Officer
	• Fire Hall Assistant

Schedule 14 - Repealed

Schedule 15

Bylaw No. 631, 2011	• Fire Chief or Designate
	• Fire Hall Assistants
“SCRD Fire Protection Bylaw No. 631, 2011”	• Bylaw Compliance Officer

Schedule 16

Bylaw No. 405, 1994	• Solid Waste Management Coordinator
“SCRD Sanitary Landfill Site Bylaw No. 405, 1994”	• Manager, Solid Waste Services
	• Environmental Technician
	• General Manager, Infrastructure Services
	• Bylaw Compliance Officer

Schedule 17

Bylaw No. 578, 2006	• Fire Chief or Designate
	• Bylaw Compliance Officer
“Egmont and District Fire Protection Bylaw No. 578, 2006”	

Schedule 18

Bylaw No. 673, 2013	• Building Inspectors
	• Bylaw Compliance Officer
“SCRD Civic Addressing Regulations and Fees Bylaw No. 673, 2013”	• Fire Chief, Fire Hall Assistant or designate

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Schedule 19

Bylaw No. 691, 2014

“Keats Island Dog Regulation and
Impounding Bylaw No. 691, 2014”

- Dog Control Officer
- Bylaw Compliance Officer
- RCMP

Schedule 20

Bylaw No. 622, 2014

“Halfmoon Bay Smoke Control and
Airborne Emissions Regulations
Bylaw No. 622, 2013”

- Bylaw Compliance Officer
- Fire Chief, Fire Hall Assistant or designate
- General Manager, Planning and Community Development or Designate

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 2

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Revised Water Rates & Regulations Bylaw No. 422, 1995”

OFFENCE	SECTION	FINE
Interference with water meter or other waterworks appurtenance	16.1	1,000.00
Unauthorized Water Use	19.1	100.00
Increasing Supply of Water	21.1	100.00
Wasting Water	21.2	100.00
No Rain Sensor for Irrigation System	21.3	100.00
Stage 1 – Water Use Contrary to Regulations	Sch. J.1.1	100.00
Stage 2 – Water Use Contrary to Regulations	Sch. J.2.1	200.00
Stage 3 – Water Use Contrary to Regulations	Sch. J.3.1	300.00
Stage 4 – Water Use Contrary to Regulations	Sch. J.4.1	400.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 3

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Zoning Bylaw No. 310, 1987”

OFFENCE	SECTION	FINE
Unauthorized Use	302	150.00
Obstruct Entry of Regional District Employee	304(f)	500.00
Keeping Poultry or Rabbits	502 (2) (a)(b)	150.00
Keeping Poultry or Rabbits	502 (3) _	150.00
Keeping Livestock	502 (4)(a)(b)	150.00
Unauthorized Occupancy During Construction	502(9)(a) – 502 (9)(e)	150.00
Unauthorized Home Occupation	502 (10)	150.00
Visible Home Occupation	502 (10) (a)	150.00
Home Occupation Not Enclosed	502 (10) (b)	150.00
Home Occupation Exceeding Allowed Area	502 (10) (d)	150.00
Home Occupation - Unauthorized Employees	502 (10) (e)	150.00
Unauthorized Bed & Breakfast	502(11)(a) – 502 (11)(f)	150.00
Unauthorized Sign	502 (13)	150.00
Signs Exceeding Allowed Number	502 (14) (a)	150.00
Sign Exceeding Allowed Area	502 (14) (c)	150.00
Over Height Sign	502 (14) (d)	150.00
Sign Exceeding Allowed Area	502 (15) (a)	150.00
Sign Exceeding Allowed Height	502 (15) (b)	150.00
Landscaping Not Provided	502 (16) (2)	150.00
Over Height Structure	503 (1)	150.00
Over Height Fence	503 (4)	150.00
Structure Within Setback	505 (1)	150.00
Unauthorized Home Business	507	150.00
Unauthorized Siting of Building	507 (1)(a) - 507 (1)(f)	150.00
Storage of Junk	508 (a)	150.00
Motor Vehicle Wrecking	508 (a)	150.00
Storage of Un-Licensed Vehicle	508 (b)	150.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 4

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Electoral A Zoning Bylaw No. 337, 1990”

OFFENCE	SECTION	FINE
Unauthorized Use	302	150.00
Obstruct Entry of Regional District Employee	304 (d)	500.00
Keeping Of Farm Animals	503(1)(2)(3)	150.00
Unauthorized Home Business	507	150.00
Visible Home Business	507 (a)	150.00
Home Business Not Enclosed	507 (b)	150.00
Home Business Exceeding Allowed Area	507 (e)	150.00
Home Business - Unauthorized Employees	507 (f) (i)-(ii)	150.00
Unauthorized Bed & Breakfast Homes	509(a)(b)(c)(d)(e)	150.00
Unauthorized Bed & Breakfast Inns	510(a)(b)(c)(d)(e)	150.00
Unauthorized Occupancy During Construction	511(a)(b)(c)(d)(e)(f)	150.00
Over Height Structure	513 (1)	150.00
Over Height Fence	513 (4)	150.00
Structure Within Setback	601.3(a) - 601.3(d) 611.4(a) - 611.4(d) 621.6(1)(a)-621.6(1)(d) 621.6(2), 701.4, 711.3, 721.3, 801.2(1), 811.2, 821.2(1)(a)- 821.2(1)(d) 901.2(1)(a)-901.2(1)(c) 911.4(1)(a)-911.4(1)(c) 921.2(1)(a)-921.2(1)(c) 931.3 1001.3(a)-1001.3(c) 1011.5(a)-1011.5(c) 1021.5(a)-1021.5(c) 1031.3(1)(a)-1031.3(1)(c) 1041.2(a)-1041.2(c) 1051.2(a)-1051.2(c) 1101.2, 1111.3	150.00
Parking Area / Loading Area / Storage Area Within Setback	801.2(2), 811.2, 821.2(2), 901.2(2), 911.4(2), 921.2(2), 931.3, 1101.2, 1111.3	150.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 4 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Electoral A Zoning Bylaw No. 337, 1990”

OFFENCE	SECTION	FINE
Intensive Agricultural Use Within Setback	1031.3(2)	150.00
Unauthorized Siting of Building	516 (1)(a) - 516 (1)(f)	150.00
Unenclosed Storage	517 (1)	150.00
Auto Wrecking	517 (2)	150.00
Salvage Yard	517 (2)	150.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 5

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Noise Control Bylaw No. 597, 2008”

OFFENCE	SECTION	FINE
Noise Which Disturbs	3a	100.00
Construction Noise Which Disturbs (outside of permitted construction hours)	4a	100.00
Machine Noise Which Disturbs	4b	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 6

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Building Bylaw No. 687, 2014”

OFFENCE	SECTION	FINE
No Building Permit	2.1	250.00
Fail to Obey Cease Work Order	19.4	250.00
No Occupancy Authorization	2.2	250.00
Remove Stop Work Notice	2.4	250.00
Work at Variance with Plans	2.5	250.00
Obstruct District Employee	2.6	500.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 7

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Dog Regulation and Impounding Bylaw No. 376, 1994”

OFFENCE	SECTION	FINE
No Dog Licence	II.2	100.00
Fail To Affix Licence Tag	II.8	100.00
Dog At Large	III.11	100.00
Fail To Contain Bitch In Heat	III.12	100.00
Vicious Dog Not Muzzled	III.13 (i)	150.00
Vicious Dog Not Confined	III.13 (ii)	150.00
Interfere with Dog Control Officer	IV.25, 15	500.00
Failure to Control a Noisy Dog	IV.26(a)	100.00
Harbour More Than 3 Dogs	IV.26(b)	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 8 - Repealed

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Soil Removal and Deposit Permit Bylaw No. 351, 1991”

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 9

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Regional Parks Regulation Bylaw No. 356, 1991”

OFFENCE	SECTION	FINE
Disorderly or Offensive Conduct	9	150.00
Noise which Disturbs	10	150.00
Use Contrary to Regulations	13	150.00
Damaging Park Property	14	150.00
Unauthorized Camp Fires	16	100.00
Littering in Parks	17	100.00
Creating Fire Hazard	19	100.00
Unauthorized Tree Cutting	20	1000.00
Permitting Animal to Roam at Large	25	100.00
Unauthorized Use of Firearms	28	100.00
Unauthorized Use of Motorized Vehicle	34	100.00
Unauthorized Overnight Camping	36	100.00
Unauthorized Commercial Activity	39	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 10

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Tree Cutting Permit Bylaw No. 350, 1991”

OFFENCE	SECTION	FINE
Unauthorized Cutting of Tree	3(2)(a)(b)	500.00
Failing Conditions of Permit	5(2)	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 11

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Kennel Regulation Bylaw No. 554, 2006”

OFFENCE	SECTION	FINE
Improper Caring of Dog	6(a)(c)(d)(e)	100.00
Unsanitary Conditions	6(b)(f)(g)	100.00
Unattended Dog	6(h)	100.00
Noisy Dog/Dogs	6(i)	100.00
Improper Disposal of Excrement	7	100.00
No Adult Present	10	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 12

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Ports Regulation Bylaw No. 518, 2000”

OFFENCE	SECTION	FINE
Failure to Leave Dock	4,29	100.00
Obstruction of Authorized Personnel	5	500.00
Disorderly Conduct	8,9	100.00
Noisy Activities	10	100.00
Liquor Possession	11	100.00
Unauthorized Sign	12	100.00
Damage to Dock	13	100.00
Sign Removal	14	100.00
Leaving Refuse	15	100.00
Unauthorized Storage	16	100.00
Moorage in Loading Zone	17,18	100.00
Unauthorized Vehicle on Dock	19(1)(2)	100.00
Unauthorized Commercial Activity	20,21	100.00
Unauthorized Construction	22	100.00
Over Time Limit	23	100.00
Dangerous Goods	24,25	250.00
Abandonment	31	100.00
Impeding Dock	36(1)(2)	100.00
Contravening Order	37(2)(a)(b)	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 13

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“Roberts Creek Smoke Control Bylaw No. 598, 2008”

OFFENCE	SECTION	FINE
Burning without a permit	6	100.00
Burning when Ventilation Index is rated below “Good”	4	100.00
Burning material not originating on site	4	100.00
Unattended fire	4	100.00
Burning Construction Waste	3	100.00
Burning Toxic Material	3	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 15

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Fire Protection Bylaw No. 631, 2010”

OFFENCE	SECTION	FINE
Unauthorized fire on Regional District property, park or public place	5.1	250.00
Discard of lighted match, cigar, cigarette or other burning material	5.2	250.00
Burning without permit	5.3	250.00
Burning prohibited materials	5.5	500.00
Failure to have competent person supervising fire; or failure to extinguish fire	5.6	100.00
Failure to meet permit conditions	5.7	250.00
Enter or burn in restricted area	5.8	500.00
Obstruction of fire services personnel, vehicle or equipment	5.9	500.00
Campfire in prohibited area	5.11, 5.12	250.00
Failure to extinguish campfire	5.15	250.00
Tamper with operation of fire hydrant	5.16	250.00
Improper activation of fire alarm/false alarm	5.18	250.00
Allow accumulation of combustibles	6.1(b)	250.00
Obstruction of means of egress	6.1(f)	250.00
Failure to keep property or structure in safe condition	6.2	250.00
Class B Burn when prohibited	6.3(a)	250.00
Failure to maintain minimum distance from buildings and property line for Class B burn	6.3(b)	250.00
Fire exceeding permitted Class B burn size	6.3(c)	250.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 15 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Fire Protection Bylaw No. 631, 2010”

Failure to have competent person in charge of Class B burn	6.3(d)	250.00
Failure to obtain permit for Class A burn	6.4(a)	250.00
Failure to maintain minimum distances from buildings and property lines for Class A burn	6.4(b)	250.00
Failure to have competent person in charge of Class A burn	6.4(c)	250.00
Failure to adhere to permit conditions	6.5	250.00
Failure to maintain private fire hydrant	6.8	250.00
Failure to display signage identifying each floor level in buildings of three or more storeys	6.9	250.00
Failure to display required signage at elevators	6.10	250.00
Improper location or storage of commercial refuse containers	6.11	250.00
Allow accumulations of combustible or flammable materials	6.18(a)	250.00
Failure to secure vacant premises	6.18(b)	250.00
Failure to secure fire damaged building	6.21	250.00
Burn during restricted period	9.6	500.00
Enter closed area	9.7	250.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 16

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“SCRD Sanitary Landfill Site Bylaw No. 405, 1994”

OFFENCE	SECTION	FINE
Depositing waste outside the boundaries of a permitted landfill site	3 (g)	\$100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 17

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

“Egmont and District Fire Protection Bylaw No. 578, 2006”

OFFENCE	SECTION	FINE
Failure to display required signage at elevators	7(a)	250.00
Failure to display signage identifying each floor level in buildings of three or more storeys	7(b)	250.00
Unauthorized fire on Regional District property, park or public place	7(c)	250.00
Discard of lighted match, cigar, cigarette or other burning material	7(d)	250.00
Improper location or storage of commercial refuse containers	7(e)	250.00
Allow accumulation of combustibles	7(f)	250.00
Class B Burn when prohibited	7(h)	250.00
Failure to maintain minimum distance from buildings and property line for Class B burn	7(h)	250.00
Failure to meet permit conditions	7(i)	250.00
Failure to obtain permit for Class A burn	7(i)	250.00
Failure to maintain minimum distances from buildings and property lines for Class A burn	7(i)	250.00
Failure to adhere to permit conditions	7(i)	250.00
Burning prohibited materials	7(j)	500.00
Failure to have competent person supervising fire	7(k)	100.00
Burn during restricted period	7(m)	500.00
Hindering fire services personnel	10(j)	500.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 18

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

SCRD Civic Addressing Regulations and Fees Bylaw No. 673, 2013

OFFENCE	SECTION	FINE
Failure to post civic number	4.1	100.00
Failure to display addressing schema	4.8	100.00
Display civic number not assigned by Regional District	4.11	100.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 19

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

Keats Island Dog Regulation and Impounding Bylaw No. 691, 2014

OFFENCE	SECTION	FINE
Dog causing Injury	4.1 a) ii.	200.00
Dog pursuing or harassing	4.1 a) iii	100.00
Aggressive dog not on leash	5.1 a)	100.00
No enclosure for aggressive dog	5.1 b)	100.00
Vicious dog not confined or on leash	6.1 a)	100.00
Vicious dog not muzzled in public place	6.1 b)	100.00
Interfere with Dog Control Officer	9.1	500.00

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 20

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

Halfmoon Bay Smoke Control and Airborne Emissions Regulations Bylaw No. 622, 2013

OFFENCE	SECTION	FINE
Burning without a permit	9	100.00
Burning when ventilation index below good	5	100.00
Burning material not originating from site	6(a)	100.00
Unattended fire	6(b)	100.00
Nuisance airborne emissions stemming from burning	11	100.00

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 638.7

A bylaw to amend *Sunshine Coast Regional District Bylaw Notice Enforcement Bylaw No. 638*

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

1. Citation

This Bylaw may be cited as *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.7, 2018*.

2. Amendment

Sunshine Coast Regional District Bylaw Notice Enforcement Bylaw No. 638, 2011 is hereby amended as follows:

- a. Schedule A is deleted and replaced with a new Schedule A attached hereto.

READ A FIRST TIME	this	25 th	day of	January, 2018
READ A SECOND TIME	this	25 th	day of	January, 2018
READ A THIRD TIME	this	25 th	day of	January, 2018
ADOPTED	this	8 th	day of	February, 2018

CORPORATE OFFICER

CHAIR

Schedule A

Designated Bylaw Contraventions and Penalties

The penalties shown in Column A2 below include a ten percent discount for early payment in accordance with section 6.1.2 of this bylaw.

The penalties shown in Column A3 below include a ten percent surcharge for late payment in accordance with section 6.1.3 of this bylaw.

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Water Rates & Regulations Bylaw No. 422, 1995	16.1	Interference with water meter or other waterworks appurtenance	\$500	\$450	\$500	No
	19.1	Unauthorized Water Use	\$100	\$90	\$110	No
	21.1	Increasing Supply of Water	\$100	\$90	\$110	Yes
	21.2	Wasting Water	\$100	\$90	\$110	Yes
	21.3	No Rain Sensor for Irrigation System	\$100	\$90	\$110	Yes
	Sch. J 1.1	Stage 1 – water use contrary to regulations	\$100	\$90	\$110	No
	Sch. J 2.1	Stage 2 – water use contrary to regulations	\$200	\$180	\$220	No
	Sch. J 3.1	Stage 3 - water use contrary to regulations	\$300	\$270	\$330	No
	Sch. J 4.1	Stage 4 – water use contrary to regulations	\$400	\$360	\$440	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Ports Regulation Bylaw No. 518, 2000	4, 29	Failure to leave dock	\$100	\$90	\$110	No
	5	Obstruction of authorized personnel	\$500	\$450	\$500	No
	8, 9	Disorderly conduct	\$100	\$90	\$110	No
	10	Noisy Activities	\$100	\$90	\$110	No
	11	Liquor Possession	\$100	\$90	\$110	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Ports Regulation Bylaw No. 518, 2000 cont.	12	Unauthorized Sign	\$100	\$90	\$110	Yes
	13	Damage to Dock	\$100	\$90	\$110	No
	14	Sign Removal	\$100	\$90	\$110	No
	15	Leaving Refuse	\$100	\$90	\$110	No
	16	Unauthorized Storage	\$100	\$90	\$110	Yes
	17, 18	Moorage in Loading Zone	\$100	\$90	\$110	No
	19(1)(2)	Unauthorized Vehicle on Dock	\$100	\$90	\$110	No
	20, 21	Unauthorized Commercial Activity	\$100	\$90	\$110	Yes
	22	Unauthorized Construction	\$100	\$90	\$110	Yes
	23	Over Time Limit	\$100	\$90	\$110	No
	24, 25	Dangerous Goods	\$250	\$225	\$275	No
	31	Abandonment	\$100	\$90	\$110	Yes
	36(1)(2)	Impeding Dock	\$100	\$90	\$110	No
	37(2)(a) (b)	Contravening Order	\$100	\$90	\$110	No
SCRD Civic Addressing Regulations and Fees Bylaw No. 673, 2013	4.1	Failure to post civic number	\$100	\$90	\$110	Yes
	4.8	Failure to display addressing schema	\$100	\$90	\$110	Yes
	4.11	Display civic number not provided by Regional District	\$100	\$90	\$110	Yes
SCRD Zoning Bylaw No. 310, 1987	302	Unauthorized Use	\$150	\$135	\$165	Yes
	304(f)	Obstruct Entry of SCRD Employee	\$500	\$450	\$500	No
	502 (2) (a)(b)	Keeping Poultry or Rabbits	\$150	\$135	\$165	Yes
	502 (3)	Keeping Poultry or Rabbits	\$150	\$135	\$165	Yes
	502 (4)(a)(b)	Keeping Livestock	\$150	\$135	\$165	Yes
	502(9)(a) – 502 (9)(e)	Unauthorized Occupancy During Construction	\$150	\$135	\$165	Yes
	502(10)	Unauthorized Home Occupation	\$150	\$135	\$165	Yes

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Zoning Bylaw No. 310, 1987 cont.	502 (10) (a)	Visible Home Occupation	\$150	\$135	\$165	Yes
	502 (10) (b)	Home Occupation Not Enclosed	\$150	\$135	\$165	Yes
	502 (10) (d)	Home Occupation Exceeding Allowed Area	\$150	\$135	\$165	Yes
	502 (10) (e)	Home Occupation - Unauthorized Employees	\$150	\$135	\$165	Yes
	502(11)(a) – 502 (11)(f)	Unauthorized Bed & Breakfast	\$150	\$135	\$165	Yes
	502 (13)	Unauthorized Sign	\$150	\$135	\$165	Yes
	502 (14) (a)	Signs Exceeding Allowed Number	\$150	\$135	\$165	Yes
	502 (14) (c)	Sign Exceeding Allowed Area	\$150	\$135	\$165	Yes
	502 (14) (d)	Over Height Sign	\$150	\$135	\$165	Yes
	502 (15) (a)	Sign Exceeding Allowed Area	\$150	\$135	\$165	Yes
	502 (15) (b)	Sign Exceeding Allowed Height	\$150	\$135	\$165	Yes
	502 (16) (2)	Landscaping Not Provided	\$150	\$135	\$165	Yes
	503 (1)	Over Height Structure	\$150	\$135	\$165	Yes
	503 (4)	Over Height Fence	\$150	\$135	\$165	Yes
	505 (1)	Structure Within Setback	\$150	\$135	\$165	Yes
	507 (1)(a) - 507 (1)(f)	Unauthorized Siting of Building	\$150	\$135	\$165	Yes
	508 (a)	Storage of Junk	\$150	\$135	\$165	Yes
	508 (a)	Motor Vehicle Wrecking	\$150	\$135	\$165	Yes
	508 (b)	Storage of Un- Licenced Vehicle	\$150	\$135	\$165	Yes
SCRD Electoral Area A Zoning	302	Unauthorized Use	\$150	\$135	\$165	Yes
	304(d)	Obstruct Entry of SCRD Employee	\$500	\$450	\$500	No
	503(1)(2) (3)	Keeping of Farm Animals	\$150	\$135	\$165	Yes
	507	Unauthorized Home Business	\$150	\$135	\$165	Yes

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Bylaw No. 337, 1990	507(a)	Visible Home Business	\$150	\$135	\$165	Yes
	507(b)	Home Business Not Enclosed	\$150	\$135	\$165	Yes
	507(e)	Home Business Exceeding Allowed Area	\$150	\$135	\$165	Yes
	507(f) (i)-(ii)	Home Business Unauthorized Employees	\$150	\$135	\$165	Yes
	509(a)(b) (c)(d)(e)	Unauthorized Bed & Breakfast Homes	\$150	\$135	\$165	Yes
	510(a)(b) (c)(d)(e)	Unauthorized Bed & Breakfast Inns	\$150	\$135	\$165	Yes
	511(a)(b) (c)(d)(e)(f)	Unauthorized Occupancy during Construction	\$150	\$135	\$165	Yes
	513(1)	Over Height Structure	\$150	\$135	\$165	Yes
	513(4)	Over Height Fence	\$150	\$135	\$165	Yes
	601.3(a) - 601.3(d) 611.4(a) - 611.4(d) 621.6(1)(a)- 621.6(1)(d) 621.6(2), 701.4, 711.3, 721.3, 801.2(1), 811.2, 821.2(1)(a)- 821.2(1)(d) 901.2(1)(a)- 901.2(1)(c) 911.4(1)(a)- 911.4(1)(c) 921.2(1)(a)- 921.2(1)(c) 931.3 1001.3(a)- 1001.3(c) 1011.5(a)- 1011.5(c) 1021.5(a)- 1021.5(c) 1031.3(1)(a)- 1031.3(1)(c) 1041.2(a)- 1041.2(c)	Structure Within Setback	\$150	\$135	\$165	Yes

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Electoral Area A Zoning Bylaw No. 337, 1990 cont.	1051.2(a)- 1051.2(c) 1101.2, 1111.3					
	801.2(2), 811.2, 821.2(2), 901.2(2), 911.4(2), 921.2(2), 931.3, 1101.2, 1111.3	Parking Area / Loading Area / Storage Area within Setback	\$150	\$135	\$165	Yes
	1031.3(2)	Intensive Agricultural Use Within Setback	\$150	\$135	\$165	Yes
	516(1)(a)- 516(1)(f)	Unauthorized Siting of Building	\$150	\$135	\$165	Yes
	517(1)	Unenclosed Storage	\$150	\$135	\$165	Yes
	517(2)	Auto Wrecking	\$150	\$135	\$165	Yes
	517(2)	Salvage Yard	\$150	\$135	\$165	Yes
SCRD Noise Control Bylaw No. 597, 2008	3a	Noise Which Disturbs	\$100	\$90	\$110	Yes
	4a	Construction Noise Which Disturbs (outside of permitted construction hours)	\$100	\$90	\$110	Yes
	4b	Machine Noise Which Disturbs	\$100	\$90	\$110	Yes
SCRD Building Bylaw No. 687, 2014	2.1	No Building Permit	\$250	\$225	\$275	Yes
	19.4	Fail to Obey Stop Work Order	\$250	\$225	\$275	No
	2.2	No Occupancy Authorization	\$250	\$225	\$275	No
	2.4	Remove Stop Work Notice	\$250	\$225	\$275	No
	2.5	Work at Variance with Plans	\$250	\$225	\$275	Yes
	2.6	Obstruct District Employee	\$500	\$450	\$500	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Dog Regulation and Impounding Bylaw No. 376, 1994	II.2	No Dog Licence	\$100	\$90	\$110	Yes
	II.8	Fail To Affix Licence Tag	\$100	\$90	\$110	Yes
	III.11	Dog At Large	\$100	\$90	\$110	Yes
	III.12	Fail To Contain Bitch In Heat	\$100	\$90	\$110	Yes
	III.13 (i)	Vicious Dog Not Muzzled	\$150	\$135	\$165	No
	III.13 (ii)	Vicious Dog Not Confined	\$150	\$135	\$165	No
	IV.15, 25	Interfere with Dog Control Officer	\$500	\$450	\$500	No
	IV.26(a)	Failure to Control a Noisy Dog	\$100	\$90	\$110	No
	IV.26(b)	Harbour More Than 3 Dogs	\$100	\$90	\$110	Yes
Keats Island Dog Regulation and Impounding Bylaw No. 691, 2014	4.1 a) ii.	Dog Causing Injury	\$200	\$180	\$220	No
	4.1 a) iii	Dog pursuing or harassing	\$100	\$90	\$110	No
	5.1 a)	Aggressive dog not on leash	\$100	\$90	\$110	No
	5.1 b)	No enclosure for aggressive dog	\$100	\$90	\$110	Yes
	6.1 a)	Vicious dog not confined or on leash	\$100	\$90	\$110	No
	6.1 b)	Vicious dog not muzzled in public place	\$100	\$90	\$110	No
	9.1	Interfere with Dog Control Officer	\$500	\$450	\$500	No
SCRD Regional Parks Regulations Bylaw No. 356, 1991	9	Disorderly or offensive conduct	\$150	\$135	\$165	No
	10	Noise which Disturbs	\$150	\$135	\$165	No
	13	Use contrary to regulations	\$150	\$135	\$165	No
	14	Damaging Park Property	\$150	\$135	\$165	No
	16	Unauthorized Camp Fire	\$100	\$90	\$110	No
	17	Littering in Park	\$100	\$90	\$110	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Regional Parks Regulations Bylaw No. 356, 1991 cont.	19	Creating Fire Hazard	\$100	\$90	\$110	No
	20	Unauthorized Tree Cutting	\$500	\$450	\$500	No
	25	Permitting Animal to Roam at Large	\$100	\$90	\$110	No
	28	Unauthorized Use of Firearms	\$100	\$90	\$110	No
	34	Unauthorized Use of Motorized Vehicle	\$100	\$90	\$110	No
	36	Unauthorized Overnight Camping	\$100	\$90	\$110	No
	39	Unauthorized Commercial Activity	\$100	\$90	\$110	Yes
SCRD Kennel Regulation Bylaw No. 554, 2006	6(a)(c)(d) (e)	Improper Care of Dog	\$100	\$90	\$110	Yes
	6(b)(f)(g)	Unsanitary Conditions	\$100	\$90	\$110	Yes
	6(h)	Unattended Dog	\$100	\$90	\$110	Yes
	6(i)	Noisy Dog(s)	\$100	\$90	\$110	Yes
	7	Improper Disposal of Excrement	\$100	\$90	\$110	Yes
	10	No Adult Present	\$100	\$90	\$110	Yes
Roberts Creek Smoke Control Regulations Bylaw No. 598, 2008	6	Burning without a permit	\$100	\$90	\$110	No
	4	Burning when Ventilation Index is rated below "Good"	\$100	\$90	\$110	No
	4	Burning material not originating on site	\$100	\$90	\$110	No
	4	Unattended fire	\$100	\$90	\$110	No
	3	Burning Construction Waste	\$100	\$90	\$110	No
	3	Burning Toxic Material	\$100	\$90	\$110	No
Halfmoon Bay Smoke Control and Airborne Emissions	9	Burning without a permit	\$100	\$90	\$110	No
	5	Burning when ventilation index below good	\$100	\$90	\$110	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Regulations Bylaw No. 622, 2013	6(a)	Burning material not originating from site	\$100	\$90	\$110	No
	6(b)	Unattended fire	\$100	\$90	\$110	No
	11	Nuisance airborne emissions stemming from burning	\$100	\$90	\$110	No
SCRD Fire Protection Bylaw No. 631, 2011	5.1	Unauthorized fire on Regional District property, park or public space	\$250	\$225	\$275	No
	5.2	Discard of lighted match, cigar, cigarette or other burning material	\$250	\$225	\$275	No
	5.3	Burning without permit	\$250	\$225	\$275	No
	5.5	Burning prohibited materials	\$500	\$450	\$500	No
	5.6	Failure to have competent person supervising fire; or failure to extinguish fire	\$100	\$90	\$110	No
	5.7	Failure to meet permit conditions	\$250	\$225	\$275	No
	5.8	Enter or burn in restricted area	\$500	\$450	\$500	No
	5.9	Obstruction of fire services personnel, vehicle or equipment	\$500	\$450	\$500	No
	5.11, 5.12	Campfire in prohibited area	\$250	\$225	\$275	No
	5.15	Failure to extinguish campfire	\$250	\$225	\$275	No
	5.16	Tamper with operation of fire hydrant	\$250	\$225	\$275	No
	5.18	Improper activation of fire alarm/false alarm	\$250	\$225	\$275	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Fire Protection Bylaw No. 631, 2011 cont.	6.1(b)	Allow accumulation of combustibles	\$250	\$225	\$275	Yes
	6.1(f)	Obstruction of means of egress	\$250	\$225	\$275	No
	6.2	Failure to keep property or structure in safe condition	\$250	\$225	\$275	Yes
	6.3(a)	Class B Burn when prohibited	\$250	\$225	\$275	No
	6.3(b)	Failure to maintain minimum distance from buildings and property line for Class B burn	\$250	\$225	\$275	No
	6.3(c)	Fire exceeding permitted Class B burn size	\$250	\$225	\$275	No
	6.3(d)	Failure to have competent person in charge of Class B burn	\$250	\$225	\$275	No
	6.4(a)	Failure to obtain permit for Class A burn	\$250	\$225	\$275	No
	6.4(b)	Failure to maintain minimum distances from buildings and property lines for Class A burn	\$250	\$225	\$275	No
	6.4(c)	Failure to have competent person in charge of Class A burn	\$250	\$225	\$275	No
	6.5	Failure to adhere to permit conditions	\$250	\$225	\$275	No
	6.8	Failure to maintain private fire hydrant	\$250	\$225	\$275	Yes
	6.9	Failure to display signage identifying each floor level in buildings of three or more storeys	\$250	\$225	\$275	Yes
	6.10	Failure to display required signage at elevators	\$250	\$225	\$275	Yes

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Fire Protection Bylaw No. 631, 2011 cont.	6.11	Improper location or storage of commercial refuse containers	\$250	\$225	\$275	Yes
	6.18(a)	Allow accumulations of combustible or flammable materials	\$250	\$225	\$275	Yes
	6.18(b)	Failure to secure vacant premises	\$250	\$225	\$275	Yes
	6.21	Failure to secure fire damaged building	\$250	\$225	\$275	Yes
	9.6	Burn during restricted period	\$500	\$450	\$500	No
	9.7	Enter closed area	\$250	\$225	\$275	No
Egmont and District Fire Protection Bylaw No. 578, 2000	7(a)	Failure to display required signage at elevators	\$250	\$225	\$275	Yes
	7(b)	Failure to display signage identifying each floor level in buildings of three or more storeys	\$250	\$225	\$275	Yes
	7(c)	Unauthorized fire on Regional District property, park or public place	\$250	\$225	\$275	No
	7(d)	Discard of lighted match, cigar, cigarette or other burning material	\$250	\$225	\$275	No
	7(e)	Improper location or storage of commercial refuse containers	\$250	\$225	\$275	Yes
	7(f)	Allow accumulation of combustibles	\$250	\$225	\$275	Yes
	7(h)	Class B Burn when prohibited	\$250	\$225	\$275	No
	7(h)	Failure to maintain minimum distance from buildings and	\$250	\$225	\$275	No

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Egmont and District Fire Protection Bylaw No. 578, 2000 Cont.		property line for Class B burn				
	7(i)	Failure to meet permit conditions	\$250	\$225	\$275	No
	7(i)	Failure to obtain permit for Class A burn	\$250	\$225	\$275	No
	7(i)	Failure to maintain minimum distances from buildings and property lines for Class A burn	\$250	\$225	\$275	No
	7(i)	Failure to adhere to permit conditions	\$250	\$225	\$275	No
	7(j)	Burning prohibited materials	\$500	\$450	\$500	No
	7(k)	Failure to have competent person supervising fire	\$100	\$90	\$110	No
	7(m)	Burn during restricted period	\$500	\$450	\$500	No
	10(j)	Hindering fire services personnel	\$500	\$450	\$500	No
SCRD Sanitary Landfill Site Bylaw No. 405, 1994	3(g)	Depositing waste outside the boundaries of a permitted landfill site	\$100	\$90	\$110	No
SCRD Tree Cutting Permit Bylaw No. 350, 1991	3(2)(a)(b)	Unauthorized cutting of tree	\$500	\$450	\$500	No
	5(2)	Failing conditions of permit	\$100	\$90	\$110	Yes

** Maximum penalty is \$500 per day for each continuing contravention.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 310.177

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. 310.177, 2018*.

PART B – AMENDMENT

2. Schedule B of Zoning Bylaw No. 310, 1987 is hereby amended by amending subdivision district from I to G for the west portion of District Lot 1354 Group 1 New Westminster District Except: Firstly; Part in Highway Plan 14999 Secondly; Part Subdivided by Plan BCP40761, as depicted on Appendix A, attached to and forming part of this bylaw.

PART C – ADOPTION

READ A FIRST TIME this	DAY OF	MONTH	YEAR
READ A SECOND TIME this	DAY OF	MONTH	YEAR
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	DAY OF	MONTH	YEAR
READ A THIRD TIME this	DAY OF	MONTH	YEAR
ADOPTED this	DAY OF	MONTH	YEAR

Corporate Officer

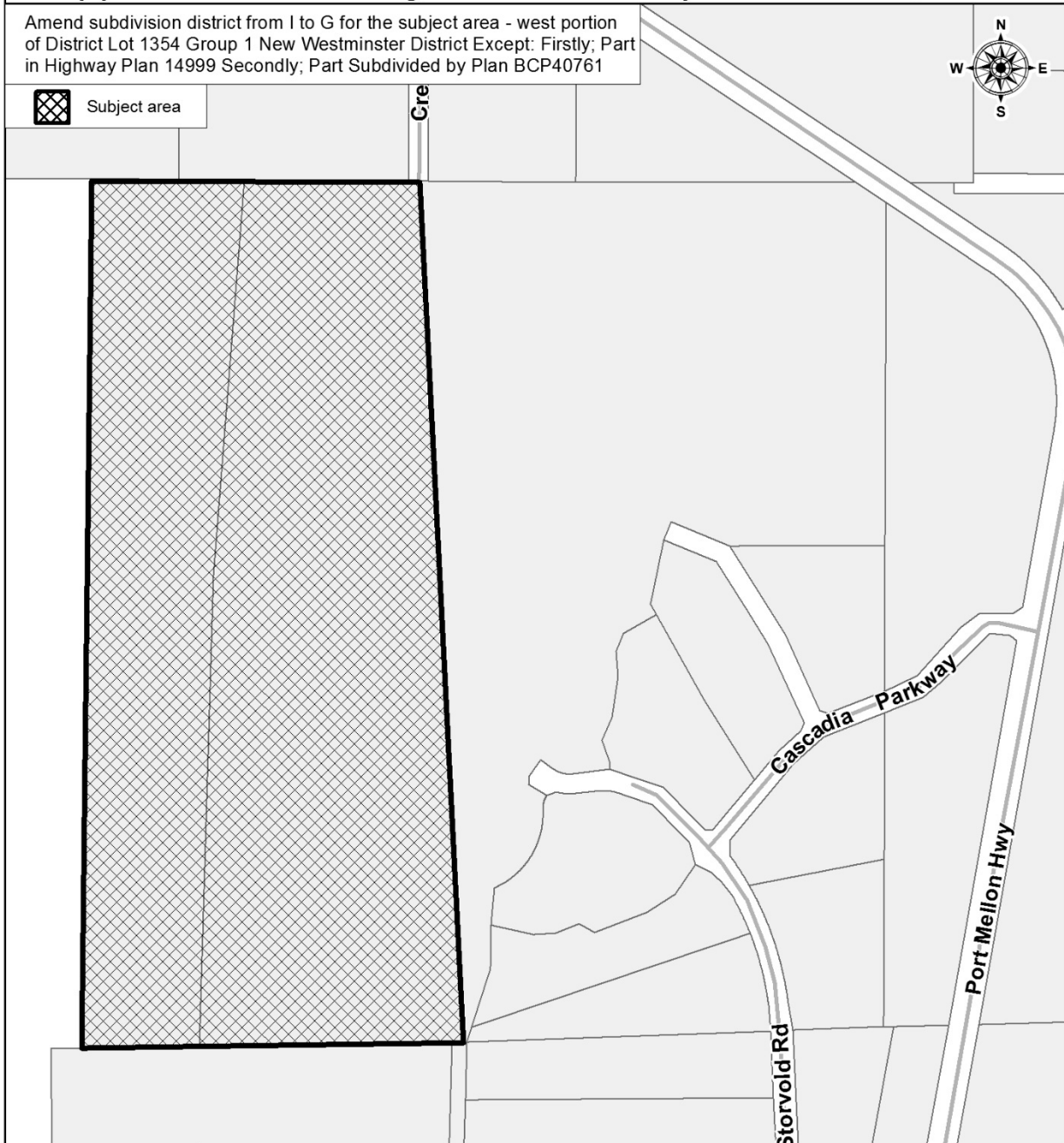
Chair

Appendix A to Zoning Amendment Bylaw 310.177, 2018

Amend subdivision district from I to G for the subject area - west portion of District Lot 1354 Group 1 New Westminster District Except: Firstly; Part in Highway Plan 14999 Secondly; Part Subdivided by Plan BCP40761



Subject area



Chair

Corporate Officer