



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 22, 2018

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of February 8, 2018

Annex A
Pages 1-21

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

3. Directors' Reports Verbal
4. Chief Administrative Officer's Report Annex B
pp 22-23
5. Planning and Community Development Committee recommendation Nos. 1-7, 9-12, 14 and 16-25 of February 8, 2018 (*recommendation Nos. 8, 13 and 15 previously adopted*) Annex C
pp 24-31

MOTIONS

BYLAWS

6. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018 – **first reading***
(Voting – Electoral Area Directors – 1 vote each) Annex D
pp 32-34
7. *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017 – **second reading***
(Voting – Electoral Area Directors – 1 vote each) Annex E
pp 35-37

8. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017 – **second reading***
(Voting – Electoral Area Directors – 1 vote each)

Annex F
pp 38-40

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations...” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

ADJOURNMENT

UPCOMING MEETING DATES (TO MARCH 25, 2018)

SCRD Board, Committee, and Advisory Committee Meetings

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.
Special Infrastructure Services Committee	March 1 at 9:30 a.m.
Special Corporate and Administrative Services Committee (Round 2 Budget)	March 5 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.
Infrastructure Services Committee	March 15 at 9:30 a.m.
Roberts Creek (Area D) Advisory Planning Commission	March 19 at 7:00 p.m.
Corporate and Administrative Services Committee	March 22 at 9:30 a.m.
Regional Hospital District	March 22 at 1:00 p.m.
Regular Board	March 22 at 1:30 p.m.

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

Public Hearing re: Bylaw 310.173 (BC Ferries Langdale Terminal)	February 21 at 7:00 p.m.
Regional District Chairs/CAO Forum – Victoria	March 20-21
2018 High Ground: Centre for Civic Governance Forum - Vancouver	March 23-24

Please note: Meeting dates are current as of print date (February 16, 2018).



SUNSHINE COAST REGIONAL DISTRICT

February 8, 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, Planning and Community Development	I. Hall
	Deputy Corporate Officer / Recorder	S. Reid
	Media	3
	Public	26

CALL TO ORDER 1:30 p.m.

AGENDA **It was moved and seconded**

058/18 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes **It was moved and seconded**

059/18 THAT the Regular Board meeting minutes of January 25, 2018 be adopted as presented.

CARRIED

REPORTS

Directors' Reports

Directors provided a verbal report of their activities.

Round 1 Budget It was moved and seconded

060/18

THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-30 of January 22, 2018 be received, adopted and acted upon as follows:

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

THAT the report titled 2018-2022 Financial Plan Overview and Update be received for information.

Recommendation No. 2 *2018 BC Assessment Impacts*

THAT the report titled 2018 BC Assessment Impacts be received for information.

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

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*

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;

060/18 cont.

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*

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*

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.

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

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;

060/18 cont.

- 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*

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*

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*

THAT the report titled 2018 R1 Budget Proposal for [220] Emergency Telephone 911 be received.

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

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.

060/18 cont.

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

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.

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

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.

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

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;

060/18 cont.

- 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*

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*

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*

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.

060/18 cont.

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

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*

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*

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.

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

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.

060/18 cont. **Recommendation No. 22** *Ports Services [345] – 2018 R1 Budget Proposal*

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*

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*

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*

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;

060/18 cont.

- 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*

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*

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*

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*

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:

060/18 cont.

- 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*

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.

CARRIED

Round 1 Budget **It was moved and seconded**

061/18

THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-20 of January 23, 2018 be received, adopted and acted upon as follows:

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

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.

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

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.

061/18 cont.

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.

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

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.

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

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.

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

THAT the following new information from the Pender Harbour Community School Society be received:

- Updated 2018 Budget Request for Recreation Program;

061/18 cont.

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.

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

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].

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

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].

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

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*

THAT the following new information from the Skookumchuck Heritage Society / Egmont Heritage Centre be received:

- 2018 Budget Request including Revised 2017 Actuals;

061/18 cont.

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].

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

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*

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*

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.

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

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];

061/18 cont.

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.

Recommendation No. 14 *Roberts Creek Community Library*

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*

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*

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*

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*

THAT the Gibsons and District Chamber of Commerce 2018 budget request be approved and incorporated into the 2018 Round 2 Budget as follows:

061/18 cont.

- 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*

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. |

Recommendation No. 20 *Library Funding Summary*

THAT staff provide the 2018 Library Funding Summary at the 2018 Round 2 Budget meeting.

CARRIED

Corporate

It was moved and seconded

062/18

THAT Corporate and Administrative Services Committee recommendation Nos. 1-4, 6-8 and 12 of January 25, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *Parcel Tax Roll Review Panel*

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*

THAT the report titled Long Term Debt as at December 31, 2017 be received for information.

062/18 cont. **Recommendation No. 3** *Director Constituency and Travel Expenses*

THAT the report titled Director Constituency and Travel Expenses for Period Ending December 31, 2017 be received for information.

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

THAT the report titled Contracts Between \$50,000 and \$100,000 – from September 1 to December 31, 2017 be received for information.

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

THAT the report titled Corporate and Administrative Services – Semi-Annual Report for 2017 be received for information.

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

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.

062/18 cont.

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*

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.

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

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.

CARRIED

Corporate

It was moved and seconded

063/18

THAT Corporate and Administrative Services Committee recommendation Nos. 9 and 10 of January 25, 2018 be received, adopted and acted upon as follows:

Recommendation No. 9 *Apportionment Options for Transit Service*

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.

Recommendation No. 10 *Review of Services*

THAT staff prepare a report on the feasibility, timing, process, scope and resources required for a review of selected SCRD services.

CARRIED

Planning

It was moved and seconded

064/18

THAT Planning and Community Development Committee recommendation Nos. 8, 13 and 15 of February 8, 2018 be received, adopted and acted upon as follows:

Recommendation No. 8 *Bike BC Funding Resolution for AVICC*

THAT the report titled Bike BC Funding Resolution for AVICC be received;

AND THAT the following resolution be approved and submitted to AVICC:

Cycling Infrastructure Funding

WHEREAS limited revenue sources constrain local government construction of active transportation facilities which support healthy lifestyles, local economic opportunities through tourism; and reduce congestion, greenhouse gas emissions and localized air pollution;

AND WHEREAS the current level of provincial cycling infrastructure grant funding is inadequate to meet the demand;

THEREFORE BE IT RESOLVED THAT the provincial government be urged to increase the Bike BC Fund to \$50 million per year.

Recommendation No. 13 *Provincial Referral 2411973 - Trail Bay Outfall Upgrade in District of Sechelt*

THAT the report titled Provincial Referral 2411973 - Trail Bay Outfall Upgrade in District of Sechelt be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

a. Subject to the following conditions, the Sunshine Coast Regional District has no objection to Provincial Referral 2411973:

- i. The project management practices as described in the Management Plan be carried out for the upgrading work for the storm water outfalls at Trail Bay in the District of Sechelt.
- ii. The timing for the proposed work be scheduled to a least-risk future date following the approval of the Application.
- iii. Should the proposed work generate any residual materials, the applicant is required to review the materials accepted at the Sechelt Landfill and sort accordingly to maximize diversion.

Recommendation No. 15 *Provincial Referral 2427430 - Seshal Creek Log Dump in Jervis Inlet*

THAT the report titled Provincial Referral 2427430 for Seshal Creek Log Dump in Jervis Inlet – Electoral Area A be received;

064/18 cont.

AND THAT the following comments be forwarded to Interfor Corporation and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

a. Subject to the following conditions, SCRD has no objections to the rural resource use on Jervis Inlet at Seshal, Provincial Referral 2427430:

i. SCRD will require a building permit and / or development variance permit if any structures are constructed to access the moorage facilities.

ii. An environmental monitoring plan should be implemented during the construction and operation of the site.

iii. SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure area should be identified and protected.

iv. Include potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in a management plan.

v. Include measures to protect recreational and visual values in the management plan.

vi. Ensure shíshálh Nation comments are addressed and that any work undertaken complies with the Heritage Conservation Act.

CARRIED

Chair Milne passed the Chair to Director Winn at 2:18 p.m.

Director Inkster left the meeting at 2:38 p.m. and returned at 2:43 p.m.

District of Sechelt
Correspondence

It was moved and seconded

065/18

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

AND THAT a response be sent to the District of Sechelt highlighting the four core Comprehensive Regional Water Plan projects currently in process that are intended to secure an expanded water supply and increased storage, as well as indicating that the SCRD is working in an expeditious manner to accomplish those projects.

CARRIED

Special Meeting It was moved and seconded

066/18 THAT a Special Infrastructure Services Committee meeting be scheduled for March 1, 2018 for further discussion of project timelines and priorities related to the Comprehensive Regional Water Plan.

CARRIED

Director Milne resumed the Chair at 3:36 p.m.

BYLAWS**Bylaw 558.6 It was moved and seconded**

067/18 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.6, 2018* be adopted.

CARRIED

Bylaw 638.7 It was moved and seconded

068/18 THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.7, 2018* be adopted.

CARRIED

Bylaw 310.177 It was moved and seconded

069/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177, 2018* be read a first time.

CARRIED

The Board moved In Camera at 3:58 p.m.

IN CAMERA It was moved and seconded

070/18 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...”.

CARRIED

The Board moved out of In Camera at 4:05 p.m.

ADJOURNMENT It was moved and seconded

071/18 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:05 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – February 22, 2018

AUTHOR: Janette Loveys, Chief Administrative Officer

SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT

RECOMMENDATION(S)

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

BACKGROUND

This report provides information on the activities of the Chief Administrative Officer (CAO).

DISCUSSION

Administration:

Corporate and divisional work planning is ongoing utilizing the tools and processes developed in 2016/2017. The Senior Leadership Team (SLT) will meet again following the approval of the 2018 budget to ensure initiatives are aligned to resources and schedule. There is ongoing organizational capacity review and work continues to move forward.

Staff have implemented a cross-functional Continuous Improvement Team for the various software implementations. This approach brings together frequent users and tech staff to problem solve and prioritize the ongoing work and issues to maximize software capabilities and provide internal customer service.

The BC Timber Sales (BCTS) series of workshops continues with the second workshop, scheduled for March 12, focused on Information Sharing and Public Engagement. BCTS staff are leading the workshops.

Staff continue to work on Board priorities to meet timelines and ensure thorough and comprehensive reports are brought forward to enable the Board in their deliberations. Recent examples of this would be the work on complex issues in the solid waste service and transit apportionment.

Community partners and members continue to reach out to the CAO to request meetings, discuss concerns, provide suggestions for improvements, and identify opportunities to collaborate. There is always a broad range of issues and staff view these as opportunities to build a positive and respectful relationship with the community.

SCRD Staff Development and Engagement:

- The staff training calendar continues to be utilized by staff across the corporation providing opportunities to strengthen skills and knowledge. Human Resources staff are exploring opportunities for First Nations cultural awareness sessions. This builds on the positive experience the Planning and Building Services staff recently had.

External Engagements:

- Pender and Egmont Volunteer Fire Department Annual Appreciation Day - February 24, 2018.
- 2018 SCRD Budget Discussion on the Local Government Show - March 1, 2018
- AVICC Special Committee on Solid Waste Management - March 16, 2018
- 2018 Regional District Chairs/CAO Forum - March 20-21, 2018
- 2018 Columbia Institute - High Ground Forum - March 23-24, 2018

STRATEGIC PLAN AND RELATED POLICIES

The Strategic Plan is a key document for the CAO's office and provides the overall administrative guidance for the business of the SCRD.

Strategic Priority: Ensure Fiscal Sustainability

Strategic Priority: Embed Environmental Leadership

Strategic Priority: Support Sustainable Economic Development

Strategic Priority: Enhance Collaboration with the shíshálh and Skwxwú7mesh Nations

Strategic Priority: Facilitate Community Development

Strategic Priority: Enhance Board Structures and Processes

Strategic Priority: Recruit, Retain and Acknowledge Staff and Volunteers

Strategic Priority: Enhance Board Structures and Processes

CONCLUSION

The CAO provides a written report summarizing key initiatives which align to the priorities of the Strategic Plan and Board's direction.

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE**

February 8, 2018

RECOMMENDATIONS FROM THE PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	J. Valeriotte
	Directors	M. Lebbell F. Mauro G. Nohr L. Lewis I. Winn K. Julius B. Milne D. Inkster
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	GM, Planning & Community Development	I. Hall
	Manager, Planning & Development	A. Allen
	Senior Planner	D. Rafael (part)
	Senior Planner	Y. Siao (part)
	Administrative Assistant / Recording Secretary	A. Ruinat
	Public	7 (part)
	Media	2 (part)

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was amended and adopted as follows:

- Delegation revised from Brian Smith, CEO to Dion Whyte, General Manager, Persephone Brewing Company.

PETITIONS AND DELEGATIONS

Pam Robertson addressed the Committee regarding a Temporary Housing Pilot Project. The presentation included a summary of the proposed pilot project, purpose, benefits and criteria for temporary housing options (Recreation Vehicle, Tiny House RV) in terms of standards for septic, power and water. A letter of support from the Vancouver Coastal Health authority was included in the delegation materials.

The Committee thanked Ms. Robertson for her presentation.

Recommendation No. 1 Pilot Project for Temporary Housing Delegation

The Planning and Community Development Committee recommended that the delegation materials from Pam Robertson regarding a Pilot Project for Temporary Housing be received.

Recommendation No. 2 *Temporary Housing Pilot Project Delegation*

The Planning and Community Development Committee recommended that staff report to a Planning and Community Development Committee meeting in Q3 2018 with regards to the potential for a Temporary Movable Small Home Pilot Project in Rural Areas.

PETITIONS AND DELEGATIONS

Dion Whyte, General Manager, Persephone Brewing Company addressed the Committee regarding Persephone Brewing Company's LCLB Endorsement Application to receive a Lounge Endorsement and increase the picnic area capacity. Mr. Whyte summarized the steps taken to date by Persephone Brewing Company towards compliance with the ALC regulations, Building Code and Zoning.

The Committee thanked Mr. Whyte for his presentation.

REPORTS**Recommendation No. 3** *Housing Policy - Public Participation Report*

The Planning and Community Development Committee recommended that the report titled Housing Policy - Public Participation Report be received for information.

Recommendation No. 4 *Persephone Brewing Company DVP00029 and LCLB Endorsements*

The Planning and Community Development Committee recommended that the report titled Persephone Brewing Company DVP00029 and LCLB Endorsements– Electoral Area F be received;

AND THAT Development Variance Permit DVP00029 be referred to the following agencies:

- i. Skwxwú7mesh Nation;
- ii. All Rural Area Advisory Planning Commissions;
- iii. Town of Gibsons;
- iv. District of Sechelt;
- v. SCRD Agricultural Advisory Committee;
- vi. Agricultural Land Commission; and
- vii. Owners/Occupiers within 100 metres of the subject property.

Recommendation No. 5 *Planning and Community Development Department - 2017 Q4 Report*

The Planning and Community Development Committee recommended that the report titled Planning and Community Development Department - 2017 Q4 Report be received.

Recommendation No. 6 *Regional Growth Strategy*

The Planning and Community Development Committee recommended that the report titled Response to District of Sechelt Correspondence Re: Regional Growth Strategy be received;

AND THAT staff prepare a process and options report on the development of a Regional Growth Strategy for Q3 2018.

Recommendation No. 7 *Cannabis Legalization – SCRD Resource Impacts*

The Planning and Community Development Committee recommended that the report titled Cannabis Legalization – SCRD Resource Impacts be received for information;

AND THAT staff prepare a workshop for Rural Area Directors with regards to current Land Use regulations around Cannabis Commercial Production, retail sales, medical marihuana and personal use and provide options for bylaw amendments to prevent legal non-conforming situations that negatively impact neighborhoods.

Recommendation No. 8 *Bike BC Funding Resolution for AVICC*

The Planning and Community Development Committee recommended that the report titled Bike BC Funding Resolution for AVICC be received;

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

Cycling Infrastructure Funding

WHEREAS limited revenue sources constrain local government construction of active transportation facilities which support healthy lifestyles, local economic opportunities through tourism; and reduce congestion, greenhouse gas emissions and localized air pollution;

AND WHEREAS the current level of provincial cycling infrastructure grant funding is inadequate to meet the demand;

THEREFORE BE IT RESOLVED THAT the provincial government be urged to increase the Bike BC Fund to \$50 million per year.

AND THAT the resolution be forwarded to the February 8, 2018 Board meeting for adoption.

The Committee recessed at 10:55 a.m. and reconvened at 11:08 a.m.

Recommendation No. 9 *Zoning Bylaw 310 Review – Summary Paper*

The Planning and Community Development Committee recommended that the report titled Zoning Bylaw 310 Review – Summary Paper be received;

AND THAT Zoning Bylaw 310 Review – Summary Paper be referred to all Advisory Planning Commissions (APCs), Natural Resources Advisory Committee (NRAC), Agricultural Advisory Committee (AAC) and the Roberts Creek Official Community Plan Committee (RCOCPC) for comments;

AND FURTHER THAT a report with respect to comments and next steps be provided to Committee in Q2 2018.

Recommendation No. 10 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017 and Zoning Amendment Bylaw No. 310.176, 2017*

The Planning and Community Development Committee recommended that the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 for Retail Use – Electoral Area D be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* is consistent with the SCRD's 2018-2022 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be forwarded to the Board for Second Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be forwarded to the Board for Second Reading;

AND THAT a covenanted agreement be prepared prior to the public hearing to secure onsite bicycle parking;

AND THAT a Public Hearing to consider *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be scheduled for 7:00 p.m., Tuesday March 13, 2018, at Roberts Creek Hall, located at 1295 Roberts Creek Road, Roberts Creek;

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

Recommendation No. 11 *Provincial Referral 2411731 for Private Moorage (Jervis Inlet Road)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral 2411731 for Private Moorage (Jervis Inlet Road) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

- a. Subject to the following conditions, the SCRD has no objections to the existing residential private moorage fronting 5429 Jervis Inlet Road (Lot 8, Block A, DL 5388, Plan VAP11435), Provincial File 2411731:
 - i. The SCRD confirms that the dock use reflects the upland residential zoning;
 - ii. The SCRD may require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;
 - iii. The SCRD requests that all eelgrass beds and meadows be protected, for example the proposed dock could be realigned if necessary to avoid casting shadows on any eelgrass bed/meadow; and
 - iv. The proponent should implement both Provincial and shíshálh Nation's Best Management Practices for building and maintaining moorage facilities and apply the most stringent of any overlapping policy to protect the foreshore ecosystems.

Recommendation No. 12 *SCRD Zoning Amendment Bylaw No. 310.178, 2018*

The Planning and Community Development Committee recommended that the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018 for Plowden Eco Lodge – Consideration of First Reading be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be forwarded to the Board for First Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be referred to the following agencies for comment:

- i. West Howe Sound Advisory Planning Commission;
- ii. Skwxwú7mesh Nation;
- iii. Ministry of Forests, Lands, Natural Resource Operations & Rural Development;
- iv. Managed Forest Council;
- v. Ministry of Transportation and Infrastructure;
- vi. Vancouver Coastal Health Authority.

AND FURTHER THAT a Public Information Meeting be held with respect to *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018*.

Recommendation No. 13 *Provincial Referral 2411973 - Trail Bay Outfall Upgrade in District of Sechelt*

The Planning and Community Development Committee recommended that the report titled Provincial Referral 2411973 - Trail Bay Outfall Upgrade in District of Sechelt be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

- a. Subject to the following conditions, the Sunshine Coast Regional District has no objection to Provincial Referral 2411973:
 - i. The project management practices as described in the Management Plan be carried out for the upgrading work for the storm water outfalls at Trail Bay in the District of Sechelt.
 - ii. The timing for the proposed work be scheduled to a least-risk future date following the approval of the Application.
 - iii. Should the proposed work generate any residual materials, the applicant is required to review the materials accepted at the Sechelt Landfill and sort accordingly to maximize diversion.

AND FURTHER THAT this recommendation be forwarded to the February 8, 2018 Regular Board meeting.

Recommendation No. 14 *Development Variance Permit Application DVP00027 (Arsenault)*

The Planning and Community Development Committee recommended that the report titled Development Variance Permit Application DVP00027 (Arsenault) – Electoral Area F be received;

AND THAT Development Variance Permit Application DVP00027 to vary the side lot setback from 1.5 metres to 0.75 metres, as per Section 601.4(3) of Zoning Bylaw 310, be denied due to emergency access impediments.

Recommendation No. 15 *Provincial Referral 2427430 - Seshal Creek Log Dump in Jervis Inlet*

The Planning and Community Development Committee recommended that the report titled Provincial Referral 2427430 for Seshal Creek Log Dump in Jervis Inlet – Electoral Area A be received;

AND THAT the following comments be forwarded to Interfor Corporation and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

- a. Subject to the following conditions, SCRD has no objections to the rural resource use on Jervis Inlet at Seshal, Provincial Referral 2427430:
 - i. SCRD will require a building permit and / or development variance permit if any structures are constructed to access the moorage facilities.
 - ii. An environmental monitoring plan should be implemented during the construction and operation of the site.
 - iii. SCRD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure area should be identified and protected.
 - iv. Include potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in a management plan.
 - v. Include measures to protect recreational and visual values in the management plan.
 - vi. Ensure shíshálh Nation comments are addressed and that any work undertaken complies with the Heritage Conservation Act.
 - vii. Water quality should not be impacted by maintenance or construction activities, materials or fuel storage.
 - viii. The proponent should implement both Provincial and shíshálh Nation's Best Management Practices for building and maintaining moorage facilities and apply the most stringent of any overlapping policies to protect the foreshore ecosystems.
 - ix. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRD regulations at the time.

AND THAT this recommendation be forwarded to the February 2018 Egmont/Pender Harbour Advisory Planning Commission and comments be forwarded to Interfor and FLNRORD as late information;

AND FURTHER THAT this recommendation be forwarded to the February 8, 2018 Regular Board meeting in order to meet the comment deadline.

Recommendation No. 16 *Meeting with Minister of Environment and Climate Change Strategy*

The Planning and Community Development Committee recommended that the report titled Meeting with Minister of Environment and Climate Change Strategy be received;

AND THAT staff confirm a meeting with Minister Heyman with respect to the SCRD's Chapman Lake Expansion Project, scheduled for Tuesday, March 6, 2018 in Victoria B.C.;

AND THAT the Board members to attend the meeting be confirmed at a later date through public process at an open meeting;

AND FURTHER THAT staff prepare a presentation and technical materials for the meeting.

Director Inkster and Director Lewis opposed.

Recommendation No. 17 *Policing Committee Minutes – January 18, 2018*

The Planning and Community Development Committee recommended that the Sunshine Coast Regional District Policing Committee minutes of January 18, 2018 be received.

Recommendation No. 18 *Agricultural Advisory Committee Minutes - November 28, 2017*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee minutes of November 28, 2017 be received.

Recommendation No. 19 *Egmont/Pender Harbour APC Minutes - January 24, 2018*

The Planning and Community Development Committee recommended that the Electoral Area A (Egmont/Pender Harbour) Advisory Planning Commission minutes of January 24, 2018 be received.

Recommendation No. 20 *Halfmoon Bay APC Minutes - January 23, 2018*

The Planning and Community Development Committee recommended that the Electoral Area B (Halfmoon Bay) Advisory Planning Commission minutes of January 23, 2018 be received.

Recommendation No. 21 *Roberts Creek APC Minutes - January 15, 2018*

The Planning and Community Development Committee recommended that the Electoral Area D (Roberts Creek) Advisory Planning Commission minutes of January 15, 2018 be received.

Recommendation No. 22 *Elphinstone APC Minutes - January 24, 2018*

The Planning and Community Development Committee recommended that the Electoral Area E (Elphinstone) Advisory Planning Commission minutes of January 24, 2018 be received.

Recommendation No. 23 *West Howe Sound APC Minutes - January 23, 2018*

The Planning and Community Development Committee recommended that the Electoral Area F (West Howe Sound) Advisory Planning Commission minutes of January 23, 2018 be received.

COMMUNICATIONS

Recommendation No. 24 *Correspondence from BCTS regarding Provincial Government Response to SCRD Correspondence regarding DL1313*

The Planning and Community Development Committee recommended that the correspondence from Kerry Grozier, Timber Sales Manager, BCTS – Chinook Business Area, regarding Provincial Government Response to SCRD Correspondence regarding DL1313 dated January 26, 2018 be received.

Recommendation No. 25 *Correspondence regarding BC Rural Development Strategy*

The Planning and Community Development Committee recommended that the correspondence from Kathy Lachman, Regional Manager, Vancouver Island North/Coast Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding BC Rural Development Strategy dated February 1, 2018 be received.

The Committee recessed at 12:20 p.m. and reconvened at 12:24 p.m.

IN CAMERA

The Committee moved In Camera at 12:24 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) of the *Community Charter* – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.”

The Committee moved out of In Camera at 12:36 p.m.

ADJOURNMENT 12:36 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 310.178

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. 310.178, 2018*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:
 - i. Renumber Sections 821.4, 821.5, 821.6 and 821.7 as Sections 821.5, 821.6 821.7 and 821.8 respectively.
 - ii. Insert the following Section immediately following Section 821.3:

821.4 Notwithstanding Section 821.1, the following provisions shall be applied to the south portion of District Lot 2657 Group 1 New Westminster District as depicted in Schedule A of Zoning Bylaw No. 310, 1987:

 - (1) “Sleeping Cabin” means a building with a maximum floor area of 60 m² that may contain one or more habitable rooms and one set of cooking and sanitary facilities, used to accommodate one or more persons for a period of one month or less in any calendar year.
 - (2) Only the following uses are permitted:
 - (a) Campground with a maximum of 10 campsites per hectare
 - (b) A maximum of 5 sleeping cabins per hectare
 - (c) Restaurant, retail, service and office uses with a total floor area of 150 m²
 - (d) One single family dwelling
 - (e) Home occupation
 - (f) Bed and breakfast
 - (g) Boat ramp
 - (3) Notwithstanding Section 821.7, the parcel coverage of all buildings and structures shall not exceed 15%.
3. Schedule A of Zoning Bylaw No. 310, 1987 is hereby amended by rezoning the south portion of District Lot 2657 Group 1 New Westminster District from RU2 to C3, 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 *LOCAL GOVERNMENT ACT* this DAY OF MONTH YEAR

READ A THIRD TIME this DAY OF MONTH YEAR

ADOPTED this DAY OF MONTH YEAR

Corporate Officer

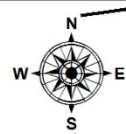
Chair

Appendix A to Zoning Amendment Bylaw 310.178, 2018

Rezone the south portion (subject area) of District Lot 2657 Group 1
New Westminster District from RU2 to C3



Subject area



Chair

Corporate Officer

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 641.9**

A bylaw to amend Roberts Creek Official Community Plan Bylaw No. 641, 2011.

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 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017.*

PART B – AMENDMENT


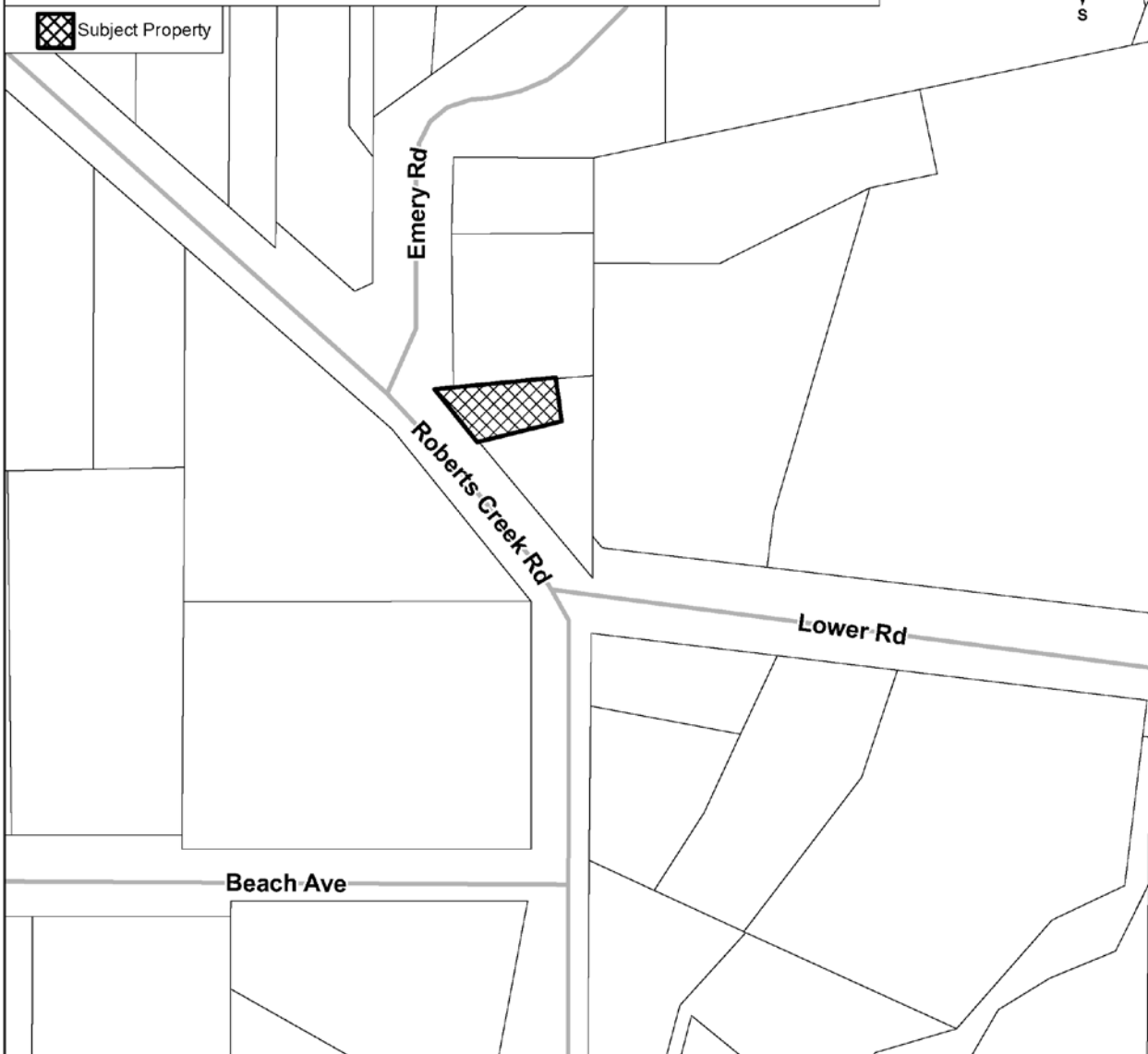

2. *Roberts Creek Official Community Plan Bylaw No. 641, 2011 Map 5 is hereby amended to include Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 within Development Permit Area #7 – Commercial Core as depicted on Appendix 'A', attached to and forming part of this bylaw.*

PART C – ADOPTION

READ A FIRST TIME this	23 rd	DAY OF NOVEMBER ,	2017
PURSUANT TO SECTION 475 OF THE <i>LOCAL GOVERNMENT ACT</i> CONSULTATION REQUIREMENTS CONSIDERED this			
	23 rd	DAY OF NOVEMBER,	2017
READ A SECOND TIME this		DAY OF MONTH,	YEAR
CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> 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

<h2 style="margin: 0;">Appendix A to Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017</h2>		
<p>Amend Map 5 to include Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 within boundary of DPA #7 Commercial Core</p>		
<div style="display: flex; align-items: center; margin-bottom: 10px;"> <div style="width: 20px; height: 20px; border: 1px solid black; background: repeating-linear-gradient(45deg, transparent, transparent 2px, black 2px, black 4px); margin-right: 5px;"></div> Subject Property </div> 		
	<div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center; width: 40%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Chair</p> </div> <div style="text-align: center; width: 40%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Corporate Officer</p> </div> </div>	

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 310.176**

A bylaw to amend 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. 310.176, 2017.*

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended by inserting the following in Part VI (Residential Zones), R2 (Residential Two):
 - 611.5 (a) In addition to the uses in 611.1 to 611.3 the following uses are permitted on Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649:
 - (1) retail;
 - (b) Conditions of Use
 - (1) total floor area used for retail and storage purposes must not exceed 61 square metres;
 - (2) despite Section 509 the minimum requirement shall be three parking spaces and no loading spaces;
3. The subject property is shown on Appendix A, attached to and forming part of the bylaw

PART C – ADOPTION

READ A FIRST TIME this	23 rd	DAY OF NOVEMBER ,	2017
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

<h2 style="margin: 0;">Appendix A to Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017</h2>	
<p>Rezone Amended Lot A (Explanatory Plan 5442), Block 11, District Lot 810, Plan 8649 to include retail as a permitted use with conditons to limit floor area and reduce parking requirement</p>	
<p> Subject Property</p>	<div style="text-align: right; margin-bottom: 10px;"> </div>
	<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Chair</p> </div> <div style="text-align: center; width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Corporate Officer</p> </div> </div>