



SUNSHINE COAST REGIONAL DISTRICT

May 23, 2019

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

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| PRESENT: | Chair | L. Pratt |
| | Directors | L. Lee A. Tize D. McMahon M. Hiltz D. Siegers D. Croal (Alt) T. Lamb |
| ALSO PRESENT: | Interim Chief Administrative Officer | A. Legault |
| | GM, Corporate Services / Chief Financial Officer | T. Perreault |
| | GM, Planning and Community Development | I. Hall |
| | GM, Infrastructure Services | R. Rosenboom |
| | Deputy Corporate Officer / Recorder | S. Reid |
| | Media | 2 |
| | Public | 1 |

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

155/19 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes It was moved and seconded

156/19 THAT the Regular Board meeting minutes of May 9, 2019 be adopted.

CARRIED

REPORTS

Planning It was moved and seconded

157/19 THAT Planning and Community Development Committee recommendation Nos. 1-21 of May 9, 2019 be received, adopted and acted upon as follows:

157/19 cont.

Recommendation No. 1 *Sunshine Coast Community Solar Association Delegation*

THAT the delegation materials received from the Sunshine Coast Community Solar Association regarding Opportunities for Growing Renewable Energy on the Sunshine Coast be received;

AND THAT the Sunshine Coast Community Solar Association report titled Opportunities for Growing Renewable Energy on the Sunshine Coast be referred to staff and that a report be provided to a future Committee meeting.

Recommendation No. 2 *Chinook Swim Club Facility Rental Requests*

THAT the report titled Chinook Swim Club Facility Rental Requests be received;

AND THAT staff coordinate with the Chinook Swim Club using the current Pool Lane Policy to schedule whole-pool special events and to schedule additional lane access;

AND THAT Community Recreation Facilities Fees & Charges Bylaw 599 be amended to establish a youth pool lane/pool rental rate;

AND FURTHER THAT a 2020 Budget Proposal be prepared to support engineering and staffing required to reschedule the annual maintenance shutdown of the Sechelt Aquatic Centre from June to May.

Recommendation No. 3 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118 – Short Term Rental Accommodation Regulations*

THAT the report titled Zoning Amendment Bylaws No. 310.184 and 337.118 for Short Term Rental Accommodation Regulations - Consideration of Second Reading and Public Hearing be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184, 2018* and *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118, 2018* be forwarded to the Board for Second Reading;

AND THAT a Public Hearing to consider the bylaws be scheduled for June 18, 2019 at 7:00 p.m. at the Seaside Centre, 5790 Teredo Street, Sechelt, BC;

AND THAT Director Pratt be delegated as the Chair and Director Siegers be delegated as the Alternate Chair for the Public Hearing with all other Electoral Area directors in attendance;

AND FURTHER THAT all Advisory Planning Commissions be notified of the Public Hearing.

157/19 cont.

Recommendation No. 4 *Frontage Waiver FRW00002 (Powell)*

THAT the report titled Frontage Waiver FRW00002 (Powell) – Electoral Area B be received;

AND THAT the requirement for 10 per cent perimeter road frontage for the proposed creation of Lots 1 and 2 in the subdivision of Lot 5 Block 7 District Lot 1325 Plan 7892 be waived.

Recommendation No. 5 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Rd)*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Rd) Consideration of Second Reading and Public Hearing be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018* be forwarded to the Board for Second Reading;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* is considered consistent with the SCRD's 2019-2023 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider the bylaws be scheduled for July 9, 2019 at 7:00 p.m. in the Roberts Creek Community Hall, located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND FURTHER THAT Director Hiltz be delegated as the Chair and Director Tize be delegated as the Alternate Chair for the Public Hearing.

Recommendation No. 6 *Consultation process for BCTS Licence A91376 (Reed Road)*

THAT the report titled Consultation process for BC Timber Sales Licence A91376 (Reed Road) be received;

AND THAT the staff report be referred to the following organizations for comment on a public participation process:

- Skwxwú7mesh Nation
- Town of Gibsons
- Natural Resources Advisory Committee
- Elphinstone Advisory Planning Commission
- Agricultural Advisory Committee;

157/19 cont. AND THAT feedback from stakeholders on a public participation process be invited;

AND THAT staff be directed to request funding assistance from the Province for the consultation process;

AND FURTHER THAT an update report including financial implications be provided to a future Committee.

Recommendation No. 7 *Regional Inter-jurisdictional Invasive Plant Management Strategy*

THAT the report titled Regional Inter-jurisdictional Invasive Plant Management Strategy be received;

AND THAT the staff report be referred to members of the Invasive Species Technical Working Group with a request for identification of priorities and collaboration opportunities;

AND THAT the staff report be referred to the following agencies, with a request for identification of priorities:

- all Advisory Planning Commissions
- Natural Resources Advisory Committee
- Agricultural Advisory Committee
- Town of Gibsons
- District of Sechelt
- Roberts Creek Official Community Plan Committee
- Gibsons Garden Club
- Sunshine Coast Botanical Garden Society

AND THAT staff engage the Coastal Invasive Species Council in dialogue about partnership opportunities;

AND FURTHER THAT a report be provided to a Q4 Committee on invasive plant management actions.

Recommendation No. 8 *Harbour Authority of Pender Harbour Sewage Treatment System - Licence Agreement Renewal*

THAT the report titled Harbour Authority of Pender Harbour Sewage Treatment System - Licence Agreement Renewal be received;

AND THAT the revised licence agreement with the Harbour Authority of Pender Harbour be approved with a five year term effective the date of signing;

157/19 cont.

AND FURTHER THAT the Delegated Authorities be authorized to sign the licence agreement.

Recommendation No. 9 *Whispering Firs Park Name Change*

THAT the report titled Whispering Firs Park Name Change Request Follow up Report be received;

AND THAT the name Whispering Firs Park be retained.

Recommendation No. 10 *Ports Monitors Committee Meeting Notes of July 11, 2018*

THAT the Ports Monitors Committee Meeting Notes of July 11, 2018 be received.

Recommendation No. 11 *Sunshine Coast Policing Committee Minutes of April 18, 2019*

THAT the Sunshine Coast Policing Committee Minutes of April 18, 2019 be received;

AND THAT the Recommendation Nos. 2, 3 and 7 be adopted and acted upon as follows:

Recommendation No. 2 *Sunshine Coast Policing Committee Terms of Reference*

The Sunshine Coast Policing Committee recommended that the report titled Sunshine Coast Policing Committee Terms of Reference be received;

AND THAT the Sunshine Coast Policing Committee Terms of Reference be amended to remove the following non-voting members from Section 3.1.2:

- g) Crimestoppers
- h) Gibsons Citizens on Patrol
- i) Sechelt Citizens on Patrol
- k) Halfmoon Bay Citizens Association
- l) Roberts Creek Community Association
- m) Elphinstone Electors Community Association

AND FURTHER THAT the Sunshine Coast Policing Committee Terms of Reference Section 3.1.3 be amended to add a sub-section c) as follows:

157/19 cont.

c) Representatives of other community and/or service organizations such as, but not limited to RainCity and Sunshine Coast Community Services Society may attend the meetings as resource persons and may, upon approval of the Board, be appointed as non-voting members.

Recommendation No. 3 *Sunshine Coast Policing and Public Safety Committee*

The Sunshine Coast Policing Committee recommended that the Sunshine Coast Policing Committee be renamed Sunshine Coast Policing and Public Safety Committee.

Recommendation No. 7 *Mental Health Delegation Invitation*

The Sunshine Coast Policing Committee recommended that staff contact Vancouver Coastal Health and request a presentation on the relationship between mental health and policing at the next meeting.

AND FURTHER THAT the minutes be amended as follows:

- Roundtable: "Speeding in the Cedar Grove *school* area".

Recommendation No. 12 *Transportation Advisory Committee Minutes of April 18, 2019*

THAT the Transportation Advisory Committee Minutes of April 18, 2019 be received;

AND THAT the Recommendation Nos. 2 and 6 be adopted and acted upon as follows:

Recommendation No. 2 *Transportation Advisory Committee Terms of Reference*

The Transportation Advisory Committee recommended that the report titled Transportation Advisory Committee Terms of Reference be received;

AND THAT one representative from Sunshine Coast Tourism be added as a non-voting member to the Terms of Reference;

AND THAT reference to SCRD Manager of Transportation and Facilities be updated to Manager of Transit and Fleet;

AND THAT one representative from the Southern Sunshine Coast Ferry Advisory Committee be added as a voting member to the Terms of Reference;

157/19 cont.

AND FURTHER THAT Duties/Mandate 2.1 d) be amended to read "Encourage consultation and collaboration on a broad range of transportation issues, initiatives and long term strategic planning on the Sunshine Coast."

Recommendation No. 6 *Sunshine Coast 101 Committee Letter*

The Transportation Advisory Committee recommended that correspondence from Robin Merriott, Sunshine Coast 101 Committee regarding letter of support to construct a highway be received;

AND THAT the letter be brought forward to a future Infrastructure Services Committee meeting for further discussion.

AND FURTHER THAT the minutes be amended to clarify:

- Discussion: "District of Sechelt – owners donating parts of road back to the District, *in return for a charitable tax receipt*"
- Roundtable: "Road painting is contracted out: centre, lane and fog lines are repainted every year *on Highway 101*"

Recommendation No. 13 *Area A APC Minutes of April 24, 2019*

THAT the Egmont/ Pender Harbour Advisory Planning Commission minutes of April 24, 2019 be received.

Recommendation No. 14 *Area B APC Minutes of April 23, 2019*

THAT the Halfmoon Bay Advisory Planning Commission minutes of April 23, 2019 be received.

Recommendation No. 15 *Area D APC Minutes of April 15, 2019*

THAT the Roberts Creek Advisory Planning Commission minutes of March 18, 2019 be received.

Recommendation No. 16 *Area E APC Minutes of April 24, 2019*

THAT the Elphinstone Advisory Planning Commission minutes of April 24, 2019 be received.

Recommendation No. 17 *Area F APC Minutes of April 23, 2019*

THAT the West Howe Sound Advisory Planning Commission minutes of April 23, 2019 be received.

Recommendation No. 18 *AAC Minutes of April 23, 2019*

THAT the Agricultural Advisory Committee minutes of April 23, 2019 be received.

157/19 cont.

AND THAT Recommendation No. 3 be adopted and acted upon as follows:

Recommendation No. 3 *Agricultural Land Commission*

The Agricultural Advisory Committee recommended that the SCRD Board be formally requested to invite MLA, Nicholas Simons as a member of the Select Standing Committee on Agriculture, Fish and Food to speak to the Agricultural Advisory Committee and SCRD Board about the future of agriculture on the Sunshine Coast.

Recommendation No. 19 *Correspondence regarding Horseshoe Bay Terminal Development Plan Engagement*

THAT the correspondence from BC Ferries – Key Stakeholder Update, dated April 10, 2019 regarding Horseshoe Bay Terminal Development Plan Engagement be received;

AND THAT the correspondence from BC Ferries be referred to the Transportation Advisory Committee for information.

Recommendation No. 20 *Correspondence regarding \$10 a Day Child Care Campaign*

THAT the correspondence from Sharon Gregson, dated April 23, 2019 regarding \$10 a Day Child Care Campaign be received.

Recommendation No. 21 *Correspondence regarding VCH Referral Response to Proposed Logging in District Lot 1313*

THAT the correspondence from Darren Molder, Senior Environmental Health Officer/ Drinking Water Officer and Geoff McKee, Medical Health Officer, Vancouver Coastal Health, dated April 24, 2019 regarding VCH Referral Response to Proposed Logging in District Lot 1313 be received.

CARRIED

Infrastructure

It was moved and seconded

158/19

THAT Infrastructure Services Committee recommendation Nos. 2 and 4-11 of May 16, 2019 be received, adopted and acted upon as follows:

Recommendation No. 2 *Green Waste Collection*

THAT staff provide a report on green waste collection to a future Committee that identifies benefits, financial implications and an analysis of the impact to the current residential green waste drop-off service.

Recommendation No. 4 *Regional Diversion – Annual Update*

THAT the report titled Regional Diversion – Annual Update be received.

158/19 cont.

Recommendation No. 5 *Updated Lifespan and Options to Extend the Lifespan of Existing Landfill*

THAT the report titled Updated Lifespan and Options to Extend the Lifespan of Existing Landfill be received;

AND THAT a report on the feasibility and financial implications of adding the use of a waste baler and/or shredder to the current Sechelt Landfill Operations contract be provided to a future Committee.

Recommendation No. 6 *Process for Siting a New Landfill*

THAT the report titled Process for Siting a New Landfill be received;

AND THAT a budget proposal for an analysis of Solid Waste disposal options be developed for the 2020 budget process.

Recommendation No. 7 *Process for Siting a New Landfill*

THAT staff prepare a Request For Proposal for the analysis of Solid Waste disposal options and release for tendering as soon as appropriate.

Recommendation No. 8 *Managing Growth to Address Water Supply Deficit*

THAT the report titled Managing Growth to Address Water Supply Deficit be received for information;

AND THAT staff prepare a list of actionable initiatives to incentivize and/or regulate the conservation of water in new and existing developments including xeriscaping, rain and grey water recycling;

AND FURTHER THAT staff reach out to other local governments to consider water conservation initiatives that could be used in the region.

Recommendation No. 9 *Managing Growth to Address Water Supply Deficit*

THAT the report titled Managing Growth to Address Water Supply Deficit be referred to the June Infrastructure Services Committee meeting for further discussion.

Recommendation No. 10 *Universal Water Metering Program Update*

THAT the report titled Universal Water Metering Program be received;

AND THAT Option 1 – hold another AAP when additional water supply sources are confirmed to authorize long term borrowing to support the financing of both the development of the Church Road well field and the Phase 3 water meter installation project be approved.

158/19 cont. **Recommendation No. 11** *2019-2020 BC Transit Annual Operating Agreement (AOA)*

THAT the report titled 2019-2020 BC Transit Annual Operating Agreement (AOA) be received;

AND THAT the delegated authorities be authorized to execute the 2019-2020 BC Transit AOA.

CARRIED

Infrastructure **It was moved and seconded**

159/19 THAT Infrastructure Services Committee recommendation No. 1 of May 16, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Weekly Residential Food Waste Collection Considerations*

THAT the report titled Weekly Residential Food Waste Collection Considerations be received;

AND THAT staff proceed with a Request for Proposal (RFP) for weekly curbside food waste collection that includes a bin of approximately 46 L with wheels and a locking mechanism, a starter kit, a collection App and does not include a kitchen catcher.

Chair Pratt opposed

CARRIED

Infrastructure **It was moved and seconded**

160/19 THAT Infrastructure Services Committee recommendation No. 3 of May 16, 2019 be received, adopted and acted upon as follows:

Recommendation No. 3 *Organics Collection Opt-Out Program Considerations*

THAT the report titled Organics Collection Opt-Out Program Considerations be received.

CARRIED

Corporate **It was moved and seconded**

161/19 THAT Corporate and Administrative Services Committee recommendation Nos. 5, 6 and 10 of May 23, 2019 be received, adopted and acted upon as follows:

161/19 cont.

Recommendation No. 5 *E-Comm Emergency Co-Location Agreements for 9-1-1 Fire Service*

THAT the report titled E-Comm Emergency Co-Location Agreements for 9-1-1 Fire Service be received;

AND THAT the delegated authorities execute the E-Comm Emergency Co-Location Agreements for 9-1-1 Fire Service at 650 West Georgia Street (VDT) and 2725 Melfa Road, UBC (VUB).

Recommendation No. 6 *Support for Application to Housing Needs Assessment Program*

THAT the report titled Support for Application to Housing Needs Assessment Program be received;

AND THAT the Sunshine Coast Regional District (SCRD) Board supports an application for the Housing Needs Reports Program grant through the Ministry of Municipal Affairs and Housing;

AND FURTHER THAT the SCRD Board supports the Town of Gibsons to apply for, receive and manage the grant funding on its behalf.

Recommendation No. 10 *RFP 19 376 Contract Award Wood Waste Processing*

THAT the report titled Request for Proposal (RFP) 19 376 Contract Award Wood Waste Processing be received;

AND THAT the contract for Wood Waste Processing be awarded to Salish Environmental Group Inc. in the amount of up to \$510,750 (plus GST);

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

CARRIED

CAO Report

It was moved and seconded

162/19

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

CARRIED

BYLAWS

Bylaw 310.184

It was moved and seconded

163/19

THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184, 2018* be read a second time.

CARRIED

Bylaw 337.118 **It was moved and seconded**

164/19 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118, 2018* be read a second time.

CARRIED

Bylaw 641.10 **It was moved and seconded**

165/19 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* be read a second time.

CARRIED

Bylaw 310.179 **It was moved and seconded**

166/19 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018* be read a second time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 2:36 p.m.

IN CAMERA It was moved and seconded

167/19 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (i), and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “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 3:04 p.m.

2019 Grant-in-Aid **It was moved and seconded**

168/19 THAT the 2019 Rural Areas' Grant-in-Aid funding be approved as follows:

| | |
|---|------------|
| British Columbia Conservation Foundation (BCCF) for Sunshine Coast Wildlife Project (SCWP) | \$2,200.00 |
| Coast Mountain Bike Trail Association | \$1,700.00 |
| Coast Recital Society (The) | \$500.00 |
| Coast Rogue Arts Society | \$2,000.00 |

168/19 cont.

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| Coasting Along Theatre Society | \$1,500.00 |
| Daniel Kingsbury Memorial 3-on-3 Basketball Tournament | \$500.00 |
| Deer Crossing: The Art Farm (Emergence) | \$300.00 |
| Deer Crossing: The Art Farm (Raising the Curtain) | \$900.00 |
| Eastbourne Community Association (Event) | \$1,200.00 |
| Eastbourne Community Association (Wheelbarrows) | \$800.00 |
| Elphinstone Community Association | \$5,000.00 |
| Farm Gate Market (The) | \$1,070.00 |
| Gambier Community Centre Society | \$4,000.00 |
| Gambier Island Community Association (Health and Safety Initiatives) | \$2,100.00 |
| Gibsons Landing Heritage Society | \$3,000.00 |
| Gibsons Marine Education Centre Society | \$2,100.00 |
| Gibsons Public Art Gallery: Special Exhibition Planning 2020 | \$2,000.00 |
| Halfmoon Bay Child Care Centre Society | \$2,600.00 |
| Halfmoon Bay Community Association | \$2,100.00 |
| Pender Harbour and Area Residents Association (PHARA) | \$2,700.00 |
| Pender Harbour Lions Club | \$1,500.00 |
| Pender Harbour Living Heritage Society (Pender Harbour Days 2019) | \$1,800.00 |
| Pender Harbour Music Society | \$3,000.00 |
| Pender Harbour Wildlife Society | \$525.00 |
| Restorative Justice Program of the Sunshine Coast | \$3,100.00 |
| Roberts Creek Childcare Society | \$1,000.00 |
| Roberts Creek Community Association: Earth Day Festival | \$1,000.00 |
| Roberts Creek Community Association: Kitchen Improvements | \$4,000.00 |

168/19 cont.

| | |
|--|------------|
| Roberts Creek Community Association: Slow Sundays in the Creek | \$1,500.00 |
| Roberts Creek Community School Society | \$3,000.00 |
| Roberts Creek Mandala Society | \$3,700.00 |
| Ruby Lake Lagoon Nature Reserve Society | \$2,200.00 |
| Suncoast Woodcrafters Guild | \$500.00 |
| Sunday in the Park with Pride | \$2,900.00 |
| Sunshine Coast Community Resource Centre | \$4,000.00 |
| Sunshine Coast Driftwood Players Society | \$3,000.00 |
| Sunshine Coast Sockeye Water Polo | \$500.00 |
| Tetrahedron Outdoor Club for Dakota Ridge Nordics | \$1,760.00 |
| Tides Canada Initiatives Society | \$1,000.00 |
| Transportation Choices (TraC) | \$1,000.00 |

CARRIED**ADJOURNMENT** **It was moved and seconded**

169/19 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:05 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair