



# 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, NOVEMBER 28, 2019**

## **AGENDA**

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**CALL TO ORDER 1:30 p.m.**

### **AGENDA**

1. Adoption of agenda

### **MINUTES**

2. Regular Board meeting minutes of November 14, 2019

Annex A  
Pages 1 - 9

### **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

### **PRESENTATIONS AND DELEGATIONS**

### **REPORTS**

3. Planning and Community Development Committee recommendation Nos. 1-3, 6-8 and 10-15 of November 14, 2019 (*recommendation Nos. 4-5 and 9 previously adopted*)

Annex B  
pp 10 - 15

4. Infrastructure Services Committee recommendation Nos. 1-14 of November 21, 2019

Annex C  
pp 16 - 21

5. Corporate Officer – 2019 / 2020 Chair Appointments

Annex D  
pp 22 - 23

### **COMMUNICATIONS**

### **MOTIONS**

### **BYLAWS**

6. *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019*  
– **second reading**  
(Voting – Electoral Area Directors – 1 vote each)

Annex E  
pp 24 - 25

7. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019*  
– **second reading**  
(Voting – Electoral Area Directors – 1 vote each)

Annex F  
pp 26 - 28

## **DIRECTORS' REPORTS**

Verbal

## **NEW BUSINESS**

8. Board Liaison Reporting Options

Verbal

## **IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

## **ADJOURNMENT**

## UPCOMING MEETING DATES

### SCRD Board, Committee, and Advisory Committee Meetings (to December 15, 2019)

Sechelt Library Board	November 23 at 10:00 am
Agricultural Advisory Committee (AAC)	November 26 at 3:30 pm
Halfmoon Bay (Area B) Advisory Planning Commission	November 26 at 7:00 pm
West Howe Sound (Area F) Advisory Planning Commission	November 26 at 7:00 pm
Pender Harbour/Egmont (Area A) Advisory Planning Commission	November 27 at 7:00 pm
Elphinstone (Area E) Advisory Planning Commission	November 27 at 7:00 pm
Corporate and Administrative Services Committee	November 28 at 9:30 am
Regular Board	November 28 at 1:30 pm
Special Infrastructure Services Committee	December 3 at 9:30 am
Special Corporate and Administrative Services Committee (Round 1 Budget)	December 4 at 9:30 am
Special Corporate and Administrative Services Committee (Round 1 Budget continued)	December 5 at 9:30 am
Special Corporate and Administrative Services Committee (Round 1 Budget continued)	December 6 at 9:30 am
Planning and Community Development Committee	December 12 at 9:30 am
Regular Board	December 12 at 1:30 pm

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

Intergovernmental Meeting	November 25 at 6:00 pm
Local Government Show	December 5 at 7:00 pm

**Please note:** Meeting dates are current as of print date (November 22, 2019).



## SUNSHINE COAST REGIONAL DISTRICT

November 14, 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.

<b>PRESENT:</b>	Chair	Electoral Area B	L. Pratt
	Directors	Electoral Area A Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt Town of Gibsons	L. Lee A. Tize D. McMahon M. Hiltz D. Siegers A. Toth B. Beamish (in part)
<b>ALSO PRESENT:</b>	Interim Chief Administrative Officer		M. Brown
	Corporate Officer		S. Reid
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Corporate Services		T. Perreault
	Deputy Corporate Officer / Recorder		J. Hill
	Media		2
	Public		2

**CALL TO ORDER**     1:31 p.m.

### ELECTION OF CHAIR

The Corporate Officer called for nominations for the position of Chair of the Regional District Board.

Director Siegers nominated Director Pratt. Director Pratt accepted the nomination.

The Corporate Officer called a second time for further nominations.

The Corporate Officer called a third and final time for further nominations.

There being no further nominations, Director Pratt was declared Chair of the Sunshine Coast Regional District Board by acclamation.

### ELECTION OF VICE CHAIR

Director Pratt assumed the Chair. Chair Pratt called for nominations for the position of Vice Chair of the Regional District Board.

Chair Pratt nominated Director Siegers. Director Siegers accepted the nomination.

The Chair called a second time for further nominations.

The Chair called a third and final time for further nominations.

There being no further nominations, Director Siegers was declared Vice Chair of the Sunshine Coast Regional District Board by acclamation.

## AGENDA

### It was moved and seconded

282/19

THAT the agenda for the meeting be adopted as amended by adding the following item under New Business:

- Gibsons Green Yard Waste Drop Off Site.

**CARRIED**

## MINUTES

Minutes

### It was moved and seconded

283/19

THAT the Regular Board meeting minutes of October 24, 2019 be adopted;

AND THAT the Special Board meeting minutes of October 31, 2019 be adopted.

**CARRIED**

## REPORTS

Corporate

### It was moved and seconded

284/19

THAT Corporate and Administrative Services Committee recommendation Nos. 1-7 and 11 of October 24, 2019 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Collaboration Options for Corporate Space and Site Planning*

THAT staff consult with other local governments to determine what space needs exist and where there may be opportunities to combine services and/or sites coast-wide.

**Recommendation No. 2**      *Requirements and Timing for Corporate Space and Site Planning*

THAT staff bring forward a report to Committee that identifies a long-term plan for staffing requirements (for a minimum of 20 years), and identifies necessary short-term space requirements that can be acted upon immediately, and identifies the long-term space requirements that will be necessary based on the proposed 20-year staffing plan;

AND THAT timing options be considered to determine what actions need to occur in the immediate short-term and what items can wait for implementation as part of the long-term plan.

284/19 cont.

**Recommendation No. 3**     *Cornerstone Planning Group Presentation and Report*

THAT the presentation from Cornerstone Planning Group and the Corporate Space and Site Planning Final Report dated October 2019 be received.

**Recommendation No. 4**     *Pre-Budget Overview*

THAT the presentation titled Sunshine Coast Regional District Pre-Budget Overview be received.

**Recommendation No. 5**     *2020-2024 Financial Plan Outlook*

THAT the report titled 2020-2024 Financial Plan Outlook be received for information.

**Recommendation No. 6**     *Gibsons and District Fire Protection Commission Meeting*

THAT a Gibsons and District Fire Protection Commission Meeting be scheduled prior to Round 1 Budget.

**Recommendation No. 7**     *2019 Carry-Forwards and 2020 Proposed Initiatives*

THAT the report titled 2019 Carry-Forwards and 2020 Proposed Initiatives be received;

AND THAT the recommended carry-forward projects and associated funding be included in the 2020-2024 Financial Plan;

AND THAT Sunshine Coast Arena Water Efficiency Plan project be cancelled;

AND FURTHER THAT staff be authorized to proceed with carry-forward projects prior to adoption of the 2020-2024 Financial Plan.

**Recommendation No. 11**     *Reports*

THAT the following reports be received for information:

- Regional Solid Waste / Recycling [350] Variance Reporting for Period Ending September 30, 2019;
- Recreation Facilities [615] Variance Reporting for Period Ending September 30, 2019;
- Public Transit [310] Variance Reporting for Period Ending September 30, 2019;
- Gas Tax Community Works Fund Update;
- Director Constituency and Travel Expenses for Period Ending September 30, 2019; and

284/19 cont.

- Contracts between \$50,000 and \$100,000 from July 1 to September 30, 2019.

**CARRIED**

Special Corporate

**It was moved and seconded**

285/19

THAT Corporate and Administrative Services Committee recommendation Nos. 1-7 of October 31, 2019 be received, adopted and acted upon, as follows:

**Recommendation No. 1**     *Sunshine Coast Libraries and Reading Rooms*

THAT the report titled Sunshine Coast Public Libraries and Reading Rooms and the Limits by Law Budget reporting package be received for information.

**Recommendation No. 2**     *Sechelt Public Library Service Agreement*

THAT a five year (2020-2024) Memorandum of Understanding (MOU) / Service Agreement be negotiated with the Sechelt Public Library Association;

AND THAT this recommendation be forwarded to the Sechelt Indian Government District, the District of Sechelt Council and the Sechelt Public Library Board for approval to enter negotiations for the Sechelt Public Library MOU / Service Agreement.

**Recommendation No. 3**     *Sechelt Public Library Funding Allocation*

THAT staff report to the next Corporate and Administrative Services Committee meeting with funding allocation options for the Sechelt Public Library based on estimated percentage of population served, using 33% for Electoral Area A, 100% for Electoral Area B, 100% for District of Sechelt and 50% for Electoral Area D and considerations of existing Service Bylaws by Area;

AND THAT the Sechelt Indian Government District be consulted as to an agreeable percentage of population served contribution based on the proposed change for suggested percentage contributions.

**Recommendation No. 4**     *Gibsons and District Public Library 2020 Budget*

THAT the 2020 Budget request from the Gibsons and District Public Library be received.

**Recommendation No. 5**     *Sechelt Public Library 2020 Budget*

THAT the presentation titled Sechelt Library Historical Funding and the 2020 Budget request from the Sechelt Public Library be received.

285/19 cont.      **Recommendation No. 6**      *Roberts Creek Community Library 2020 Budget*

THAT the 2020 Budget request from the Roberts Creek Community Library be received.

**Recommendation No. 7**      *Pender Harbour Reading Centre 2020 Budget*

THAT the 2020 Budget request from the Pender Harbour Reading Centre be received.

**CARRIED**

Planning      **It was moved and seconded**

286/19      THAT Planning and Community Development Committee recommendation Nos. 4-5 and 9 of November 14, 2019 be received, adopted and acted upon, as follows:

**Recommendation No. 4**      *Provincial Referral CRN00088 for Log Handling, Storage (A & A Trading Ltd)*

THAT the report titled Provincial Referral CRN00088 for Log Handling, Storage (A & A Trading Ltd) be received;

AND THAT the following comments be forwarded to Pacificus Biological Services Ltd for A & A Trading Ltd:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at East Glacial Creek, Provincial Referral Number 2412101:

- a. SCRCD will require a building permit if any structures are to be constructed to access the moorage facility.
- b. Implement shíshálh Nation Best Management Practices for building and maintaining moorage facilities to protect the foreshore ecosystems.
- c. An environmental monitor be on-site during the construction, operation and decommissioning of the site.
- d. Any Species at Risk, regionally significant species and their Critical Habitat in or near the tenure area should be identified and protected.
- e. Water quality should not be impacted by log handling, maintenance or construction activities, materials or fuel storage.
- f. Update the management plan to include:
  - Ongoing collection and removal of floating debris.



286/19 cont.

- Measures to address potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
  - Measures to protect recreational and visual values.
  - A bio-inventory of the unnamed creeks and Riparian Areas within proximity of the project area.
  - The timing window for nesting birds.
- g. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all infrastructure, industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRD regulations at the time.
  - h. Conduct consultation with nearby tenure holders to seek and address concerns.
  - i. Ensure that shíshálh Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.

AND FURTHER THAT comments from the SCRD Natural Resources Advisory Committee and the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry.

**Recommendation No. 5**     *Provincial Referral CRN00095 for Log Handling, Storage (Interfor)*

THAT the report titled Provincial Referral CRN00095 for Log Handling, Storage (Interfor) – Electoral Area F be received;

AND THAT the following comments be forwarded to Interfor:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at Avalon, Provincial Referral Number 2407474:

- a. Any Species at Risk or regionally significant species and their Critical Habitat in or near the tenure area should be identified and protected.
- b. Water quality should not be impacted by log handling, maintenance or construction activities, materials or fuel storage.
- c. Update the management plan to include:
  - Measures to address potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
- d. Ensure that Skwxwú7mesh Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.

286/19 cont.

AND FURTHER THAT comments from the SCRD Natural Resources Advisory Committee and the West Howe Sound Advisory Planning Commission be provided to Interfor.

**Recommendation No. 9**     *Community Resiliency Investment Program Grant Application*

THAT the staff report titled Community Resiliency Investment Program Grant Application be received;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Resiliency Investment Program for development of a Community Wildfire Protection Plan for the Sunshine Coast Regional District be approved;

AND FURTHER THAT a request for letters of support be forwarded to the Town of Gibsons, District of Sechelt and shíshálh Nation.

**CARRIED**

**MOTIONS**

Resignation

**It was moved and seconded**

287/19

THAT the resignation of Ken Carson from the Area E Advisory Planning Commission be received.

**CARRIED**

**DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

**NEW BUSINESS:**

*The Board discussed ideas on how to meaningfully engage youth in local government on the Sunshine Coast.*

Youth Engagement

**It was moved and seconded**

288/19

THAT a report addressing options for appointing youth members to SCRD advisory committees be provided to a future Committee meeting;

AND THAT the SCRD Board contact SD46 to make a delegation request with the District Student Leadership Team to offer a presentation and obtain feedback on how they would like to become involved with local government on the Sunshine Coast.

**CARRIED**

*The Board discussed small commercial operators not being permitted to utilize the Gibsons Green Yard Waste Drop-Off Depot.*

*Director Beamish left the meeting at 3:08 p.m.*

Green Waste Depot **It was moved and seconded**

289/19 THAT a report bringing forward options for a fair and equal process that allows for small commercial operators to bring green waste to the Gibsons Green Yard Waste Drop-Off Depot be provided to a future Committee meeting.

**CARRIED**

*The Board moved In Camera at 3:17 p.m.*

**IN CAMERA** **It was moved and seconded**

290/19 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (d), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the security of the property of the municipality”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

**CARRIED**

*The Board moved out of In Camera at 3:59 p.m.*

Appointments **It was moved and seconded**

291/19 THAT the report titled Ports Monitors (POMO) Committee Appointments be received;

AND THAT the Board re-affirm its support for the POMO Committee as set out in Section 2.2. of the Committee Terms of Reference;

AND THAT the following current POMO members be re-appointed for a one-year term:

- Grant Henderson (Halkett Bay Dock)
- Russ Spencer (Vaucroft Dock)

AND THAT the following current POMO members be re-appointed for a two-year term:

- Joseph Wright (Gambier Harbour and West Bay Dock)
- Bruce Pollock (Gambier Harbour Dock)
- John Richardson (Keats Landing Dock)
- Allan Borthwick (Eastbourne Dock);

291/19 cont.                    AND FURTHER THAT staff proceed with recruitment for Ports Monitor representatives for the Halfmoon Bay dock and Port Graves dock.

**CARRIED**

**ADJOURNMENT                It was moved and seconded**

292/19                            THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:59 p.m.

Certified correct            \_\_\_\_\_  
Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair

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

**November 14, 2019**

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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.

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<b>PRESENT:</b>	Chair	Town of Gibsons	B. Beamish
	Directors	Electoral Area D	A. Tize
		Electoral Area B	L. Pratt
		Electoral Area A	L. Lee
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		District of Sechelt	A. Toth
<b>ALSO PRESENT:</b>	Interim Chief Administrative Officer		M. Brown
	GM, Planning and Community Development		I. Hall
	Manager, Planning and Development		D. Pady (part)
	Senior Planner		Y. Siao (part)
	Planner		J. Clark (part)
	Manager, Protective Services		M. Treit (part)
	Administrative Assistant / Recording Secretary		A. O'Brien
	Public		6 (part)
	Media		2

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**CALL TO ORDER**     9:30 a.m.

**AGENDA**             The agenda was adopted as presented.

*The Chair welcomed District of Sechelt Director Toth to the SCRD Board.*

**PRESENTATIONS and DELEGATIONS**

*David Reed, President, Coastal Workforce Housing Society and Sara Zacharias, Board Member presented to the Committee regarding the society's objectives and proposed future projects to support affordable workforce housing on the Sunshine Coast.*

**REPORTS**

**Recommendation No. 1**     *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019 (Jacobs – 2723 Toni Rd)*

The Planning and Community Development Committee recommended that the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019 (Jacobs – 2723 Toni Rd) Consideration of Second Reading – Electoral Area D be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019* and *Sunshine Coast Regional District Zoning Amendment No. 310.185, 2019* be forwarded to the Board for Second Reading;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019* 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 January 14, 2020 at 7:00 p.m. at Roberts Creek Community Hall, located at 1309 Roberts Creek Road, Roberts Creek, BC;

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

**Recommendation No. 2**      *Subdivision in the Agricultural Land Reserve for Part of Elphinstone Crossing Estate Phase Two*

The Planning and Community Development Committee recommended that the report titled Application for Subdivision in the Agricultural Land Reserve (ALR00011, ALC 59614) for Part of Elphinstone Crossing Estate Phase Two be received;

AND THAT the Application for Subdivision in the Agricultural Land Reserve (ALR00011, ALC 59614) be supported subject to the following condition:

- a. Designate a residential area (called the “home plate”, approximately 0.2 ha) by covenant on each lot to limit residential development and mitigate interference with agricultural operations;

AND FURTHER THAT SCRD's conditional support for the application be forwarded to the Agricultural Land Commission.

*Director McMahon opposed.*

**Recommendation No. 3**      *Development Variance Permit DVP00050 (Cappadocia)*

The Planning and Community Development Committee recommended that the report titled Development Variance Permit DVP00050 (Cappadocia) - Electoral Area A be received;

AND THAT Development Variance Permit DVP00050 to vary Zoning Bylaw No. 337 Section 516(1)(a) for setback distance from the natural boundary of the ocean, from 7.5 m and 1.5 m, be issued subject to:

- a. The applicant applies for a Development Permit to address coastal flooding and coastal slope issues, and recommendations of the permit support the 1.5m setback from the natural boundary of the ocean;
- b. Comments received from shíshálh Nation within the 60-day referral period.

**Recommendation No. 4**      *Provincial Referral CRN00088 for Log Handling, Storage (A & A Trading Ltd)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral CRN00088 for Log Handling, Storage (A & A Trading Ltd) be received;

AND THAT the following comments be forwarded to Pacificus Biological Services Ltd for A & A Trading Ltd:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at East Glacial Creek, Provincial Referral Number 2412101:

- a. SCRDR will require a building permit if any structures are to be constructed to access the moorage facility.
- b. Implement *shíshálh* Nation Best Management Practices for building and maintaining moorage facilities to protect the foreshore ecosystems.
- c. An environmental monitor be on-site during the construction, operation and decommissioning of the site.
- d. Any Species at Risk, regionally significant species and their Critical Habitat in or near the tenure area should be identified and protected.
- e. Water quality should not be impacted by log handling, maintenance or construction activities, materials or fuel storage.
- f. Update the management plan to include:
  - Ongoing collection and removal of floating debris
  - Measures to address potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan
  - Measures to protect recreational and visual values
  - A bio-inventory of the unnamed creeks and Riparian Areas within proximity of the project area
  - The timing window for nesting birds.
- g. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all infrastructure, industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRDR regulations at the time.
- h. Conduct consultation with nearby tenure holders to seek and address concerns.
- i. Ensure that *shíshálh* Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.

AND THAT comments from the SCRDR Natural Resources Advisory Committee and the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of November 14, 2019.

**Recommendation No. 5**     *Provincial Referral CRN00095 for Log Handling, Storage (Interfor)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral CRN00095 for Log Handling, Storage (Interfor) – Electoral Area F be received;

AND THAT the following comments be forwarded to Interfor:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at Avalon, Provincial Referral Number 2407474:

- a. Any Species at Risk or regionally significant species and their Critical Habitat in or near the tenure area should be identified and protected.
- b. Water quality should not be impacted by log handling, maintenance or construction activities, materials or fuel storage.
- c. Update the management plan to include:
  - Measures to address potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
- d. Ensure that Skwxwú7mesh Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.

AND THAT comments from the SCRD Natural Resources Advisory Committee and the West Howe Sound Advisory Planning Commission be provided to the Interfor;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of November 14, 2019.

**Recommendation No. 6**     *Provincial Licence No. 241525 Dan Bosch Park Renewal*

The Planning and Community Development Committee recommended that the report titled Provincial Licence No. 241525 Dan Bosch Park Renewal be received;

AND THAT SCRD submit a Crown renewal application to FrontCounter BC for the area covered by Licence No. 241525.

**Recommendation No. 7**     *Sechelt Aquatic Centre - Pool Shutdown Timing Update*

The Planning and Community Development Committee recommended that the report titled Sechelt Aquatic Centre - Pool Shutdown Timing Update be received;

AND THAT the current annual maintenance shutdown schedule for Sechelt Aquatic Centre (June) be maintained.

**Recommendation No. 8**     *Potential Partnership with the Dead Boat Disposal Society*

The Planning and Community Development Committee recommended that the report titled Potential Partnership with the Dead Boat Disposal Society be received;



AND THAT the SCRD organize a meeting between local government partners regarding disposal of derelict boats and potential partnership with the Dead Boat Disposal Society.

**Recommendation No. 9**      *Community Resiliency Investment Program Grant Application*

The Planning and Community Development Committee recommended that the staff report titled Community Resiliency Investment Program Grant Application be received;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Resiliency Investment Program for development of a Community Wildfire Protection Plan for the Sunshine Coast Regional District be approved;

AND THAT a request for letters of support be forwarded to the Town of Gibsons, District of Sechelt and shíshálh Nation;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of November 14, 2019.

*The Committee recessed at 11:07 a.m. and reconvened at 11:15: a.m.*

**Recommendation No. 10**      *SCRD Policing and Public Safety Committee Minutes of October 17, 2019*

The Planning and Community Development Committee recommended that the Sunshine Coast Policing and Public Safety Committee minutes of October 17, 2019 be received;

AND THAT the following recommendation contained therein be adopted and acted upon as amended, as follows:

**Recommendation No. 1**      *Cannabis Regulatory Gaps*

The Sunshine Coast Policing and Public Safety Committee recommended that staff identify the gaps in legislation, bylaws, permits and licensing with respect to cannabis pertaining to the regulatory jurisdiction of the Regional District.

**Recommendation No. 11**      *AVICC Resolution Regarding Medical Cannabis*

The Planning and Community Development Committee recommended that an AVICC resolution be drafted for Board consideration regarding local government concerns about regulation of medical cannabis production.

**Recommendation No. 12**      *AAC Minutes of October 22, 2019*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee minutes of October 22, 2019 be received.

**Recommendation No. 13**      *Area A APC Minutes of October 30, 2019*

The Planning and Community Development Committee recommended that the Egmont/Pender Harbour Advisory Planning Commission minutes of October 30, 2019 be received.

**Recommendation No. 14**    *Area B APC Minutes of October 22, 2019*

The Planning and Community Development Committee recommended that the Halfmoon Bay Advisory Planning Commission minutes of October 22, 2019 be received.

**Recommendation No. 15**    *Area E APC Minutes of October 23, 2019*

The Planning and Community Development Committee recommended that the Elphinstone Advisory Planning Commission minutes of October 23, 2019 be received.

**IN CAMERA**

*The Committee moved In-Camera at 11:50 a.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 11:53 a.m.*

**ADJOURNMENT**      11:53 a.m.

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Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT  
INFRASTRUCTURE SERVICES COMMITTEE**

**November 21, 2019**

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

<b>PRESENT:</b>	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area F	M. Hiltz
		Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		District of Sechelt	A. Toth
		District of Sechelt	D. Siegers
		Town of Gibsons	D. Croal
<b>ALSO PRESENT:</b>	Interim Chief Administrative Officer		M. Brown (part)
	General Manager, Infrastructure Services		R. Rosenboom
	General Manager, Planning and Development		I. Hall (part)
	Manager, Capital Projects		S. Misiurak (part)
	Manager, Utility Services		S. Walkey (part)
	Manager, Solid Waste Operations		A. Kumar (part)
	Water and Energy Projects Coordinator		R. Shay (part)
	Senior Planner		Y. Siao (part)
	Manager, Planning and Development		D. Pady (part)
	Corporate Officer		S. Reid (part)
	Administrative Assistant/Recorder		T. Ohlson
	Media		2
	Public		25

**CALL TO ORDER** 9:30 a.m.

**AGENDA** The agenda was amended to move Item #8 Short Term Rentals to be heard at 1:00 p.m. and the following item be added as New Business:

- Community Energy Association

**PRESENTATIONS AND DELEGATIONS**

*AJ MacDonald, Vice-President Operations, Integrated Sustainability Consultants addressed the Committee regarding the Raw Water Reservoir Feasibility Study Phase 3.*

*The Chair thanked Mr. MacDonald for his presentation.*

**Recommendation No. 1**      *Results of Raw Water Reservoir Feasibility Study Phase 3*

The Infrastructure Services Committee recommended that the report titled Results of Raw Water Reservoir Feasibility Study Phase 3 be received;

AND THAT a budget proposal for \$225,000 for a Feasibility Study Phase 4 with respect to the development of a Raw Water Reservoir on Site B be brought forward to the 2020 Round 2 Budget;

AND FURTHER THAT a budget proposal for Development Phase 1 with respect to the development of a Raw Water Reservoir on Site B to be brought forward to the 2020 Round 2 Budget.

*Director McMahon opposed*

*The Infrastructure Services Committee recessed at 11:26 a.m. and reconvened at 11:37 a.m.*

**Recommendation No. 2**      *Groundwater Investigation Project Update*

The Infrastructure Services Committee recommended that the report titled Groundwater Investigation Project Update be received;

AND THAT staff bring forward a budget proposal at the Round 2 2020 Budget meetings for a Groundwater Investigation Phase 3 – Gray Creek project;

AND THAT development of production wells at the Dusty Road and Mahan Road sites be discontinued;

AND FURTHER THAT staff bring forward a budget proposal at the Round 2 2020 Budget meeting to assess the potential feasibility of additional production well sites on the Sunshine Coast.

**Recommendation No. 3**      *Drought Management Plan 2019 Summary*

The Infrastructure Services Committee recommended that the report titled Drought Management Plan 2019 Summary be received for information.

**Recommendation No. 4**      *Water Conservation Public Participation Summary*

The Infrastructure Services Committee recommended that the report titled Water Conservation Public Participation Summary be received for information;

AND THAT the public participation results inform a review of the Drought Management Plan and the review of the Water Rates and Regulations Bylaw 422 scheduled for 2020.

**Recommendation No. 5**      *Water Conservation Rebate Program Options*

The Infrastructure Services Committee recommended that the report titled Water Conservation Rebate Program Options be received for information;

AND THAT a 2020 Budget Proposal be brought forward to expand the existing water conservation rebate program, including the BC Hydro Appliance Rebate Program.

**Recommendation No. 6**      *Strategic Plan Initiatives infrastructure Services Department*

The Infrastructure Services Committee recommended that the report titled Strategic Plan Initiatives Infrastructure Services Department be received for information.

**Recommendation No. 7**      *Pender Harbour Transfer Station Operations Contract Term Extension*

The Infrastructure Services Committee recommended that the report titled Pender Harbour Transfer Station Operations Contract Term Extension be received;

AND THAT the SCRD exercise the right to extend the existing contract with Indian Isle Construction for Pender Harbour Transfer Station Operations for an additional two (2) year period in the amount of up to \$498,544 plus GST;

AND THAT the 2020-2024 Financial Plan be amended accordingly.

*The Infrastructure Services Committee recessed at 12:20 p.m. and reconvened at 1:00 p.m.*

**Recommendation No. 8**      *Zoning Amendment Bylaw Nos. 310.184, 2018 and 337.118, 2018 for Short Term Rental Accommodation Regulations – Consideration of Third Reading*

The Infrastructure Services Committee recommended that the report titled Zoning Amendment Nos. 310.184, 2018 and 337.118, 2018 for Short Term Rental Accommodation Regulations – Consideration of Third Reading be received;

AND THAT staff bring forward the implementation implications for temporary use permits for short term rental accommodation and other relevant bylaw amendments including the impacts on bylaw enforcement to facilitate such implementation.

*Director Tize opposed*

**Recommendation No. 9**      *Transportation Advisory Committee Minutes of October 17, 2019*

The Infrastructure Services Committee recommended that the Transportation Advisory Committee Minutes of October 17, 2019 be received;

AND THAT the following Recommendations contained herein be adopted and acted upon as follows:

**Recommendation No. 2**      *Update on MOTI Corridor Review*

The Transportation Advisory Committee recommended that correspondence from Kim Tournat, Constituency Assistant for MLA, Nicholas Simons regarding update on MOTI Corridor Review be received;

AND THAT the SCRD write a letter to the Ministry of Transportation and Infrastructure requesting that the seasonality of both traffic volumes and use by cyclists and pedestrians be taken into consideration when conducting the Corridor Review during the slowest months of the year.

**Recommendation No. 3**    *New MOTI Operations Manager*

The Transportation Advisory Committee recommended that a letter be sent to the new Ministry of Transportation and Infrastructure (MOTI) Operations Manager inviting him to attend the quarterly Transportation Advisory Committee meetings.

**Recommendation No. 4**    *MOTI Annual Project Plan*

The Transportation Advisory Committee recommended that SCRDC prepare a letter to the Ministry of Transportation and Infrastructure (MOTI) requesting a meeting between Sunshine Coast local governments and Ministry of Transportation and Infrastructure (MOTI) to discuss the MOTI Annual Project Plan.

**Recommendation No. 5**    *Infrastructure Services Quarterly Report*

The Transportation Advisory Committee recommended that transportation-related items from the Infrastructure Services Quarterly report be added to the TAC Agenda.

**Recommendation No. 7**    *2011 Integrated Transportation*

The Transportation Advisory Committee recommended that the 2011 Integrated Transportation Study be circulated to TAC members and included as an agenda item for discussion at the January 2020 TAC meeting.

**Recommendation No. 10**    *Solid Waste Management Plan Monitoring Advisory Committee Minutes of November 5, 2019*

The Infrastructure Services Committee recommended that the Solid Waste Plan Monitoring Advisory Committee (PMAC) Minutes of November 5, 2019 be received;

AND THAT the following Recommendations contained herein be adopted and acted upon as amended, as follows:

**Recommendation No. 1**    *2020 Budget Report*

The Solid Waste Management Plan Advisory Committee recommended that a copy of the *solid waste-related* 2020 budget report be provided to PMAC members.

**Recommendation No. 2**    *2018 Sechelt Landfill Report*

The Solid Waste Management Plan Advisory Committee recommended that a copy of the 2018 Sechelt Landfill annual report be provided to PMAC members.

**Recommendation No. 3**    *Marine Debris Background Information*

The Solid Waste Management Plan Advisory Committee recommended that background information about marine debris be provided to PMAC members.

**COMMUNICATIONS****Recommendation No. 11**     *Correspondence regarding participation in BC's Old Growth Strategic Review*

The Infrastructure Services Committee recommended that the correspondence from Association of Vancouver Island and Coastal Communities (AVICC) dated October 22, 2019 regarding an invitation from Ministry of Forests, Lands and Natural Resource Operations and Rural Development to take part in BC's Old Growth Strategic Review be received;

AND THAT the correspondence from AVICC be referred to the Natural Resources Advisory Committee for information;

AND FURTHER THAT Directors be authorized to attend the Old Growth Strategic Review meetings and be paid a stipend and expenses for their attendance at the Old Growth Strategic Review meetings.

**Recommendation No. 12**     *Correspondence regarding Union of British Columbia Municipalities (UBCM) 2019 Meeting*

The Infrastructure Services Committee recommended that the correspondence from Honourable Minister Trevena dated October 22, 2019 regarding a meeting at UBCM 2019 be received;

AND THAT a thank you letter be sent to Minister Trevena confirming that the SCRD will follow up with Elena Farmer, Associate District Manager, Ministry of Transportation and Infrastructure regarding Sunshine Coast Highway safety concerns;

AND THAT the letter also thank the Minister for the Marine Highway meeting and the meeting at UBCM.

**Recommendation No. 13**     *Correspondence regarding District of Sechelt Liquid Waste Management Plan Stage 2 – Steering Committee and Technical Advisory Committee*

The Infrastructure Services Committee recommended that the correspondence from Darwyn Kutney, District of Sechelt dated November 7, 2019 regarding District of Sechelt Liquid Waste Management Plan – Steering Committee and Technical Advisory Committee be received;

AND THAT Director Tize be appointed as the SCRD representative on the District of Sechelt Liquid Waste Management Plan Steering Committee.

**NEW BUSINESS****Recommendation No. 14**     *Community Energy Association*

The Infrastructure Services Committee recommended that staff report back with a cost/benefit analysis of an SCRD membership with the Community Energy Association.

**IN CAMERA**

*The Committee moved In-Camera at 2:18 p.m.*

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e), (k) and 2(b) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality”, “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”, “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

*The Committee moved out of In Camera at 3:38 p.m.*

**ADJOURNMENT**

3:39 p.m.

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Committee Chair



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – November 28, 2019

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** 2019 / 2020 CHAIR APPOINTMENTS

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### RECOMMENDATION(S)

**THAT the report titled 2019 / 2020 Chair Appointments be received;**

**AND THAT the list of Chair appointments be affirmed.**

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### BACKGROUND

The Board Chair appoints the Chair and Vice-Chair of SCRD standing and select committees on an annual basis.

### DISCUSSION

The Chair appointments are as follows:

**Corporate & Administrative Services Committee**

Chair	Darnelda Siegers
Vice Chair	Andreas Tize

**Planning & Community Development Committee**

Chair	Alton Toth
Vice Chair	Andreas Tize

**Infrastructure Services Committee**

Chair	Donna McMahon
Vice Chair	Mark Hiltz

**Transportation Advisory Committee**

Chair	Donna McMahon
Vice Chair	Leonard Lee

**Sunshine Coast Policing and Public Safety Committee**

Chair	Mark Hiltz
Vice Chair	Leonard Lee

### STRATEGIC PLAN AND RELATED POLICIES

N/A

### CONCLUSION

Committee Chair appointments have been outlined above. Staff recommend that the Board receive and affirm the appointments.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO	X- M. Brown	Other	

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW NO. 641.12

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

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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 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019*.

#### PART B – AMENDMENT

2. *Roberts Creek Official Community Plan Bylaw No. 641, 2011* is hereby amended as follows:

*Map 1: General Land Use* is amended by re-designating Lot C, West Part of District Lot 1316, New Westminster District, Plan BCP 30166 from “Residential C” to “Residential B” as depicted on Appendix ‘A’ attached to and forming part of this bylaw.

#### PART C – ADOPTION

READ A FIRST TIME this	28 <sup>TH</sup>	DAY OF MARCH ,	2019
PURSUANT TO SECTION 475 OF THE LOCAL GOVERNMENT ACT CONSULTATION REQUIREMENTS CONSIDERED this	28 <sup>TH</sup>	DAY OF MARCH,	2019
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 LOCAL GOVERNMENT ACT 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

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Corporate Officer

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Chair

# Appendix A to Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019

Amend the Land Use Designation of  
Lot C, West Part of District Lot 1316 New Westminster District, Plan BCP30166  
from Residential C to Residential B

 Subject Property



\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW NO. 310.185

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

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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 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019*.

#### PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:
  - a. *Schedule B* is amended by rezoning Subdivision District E to Subdivision District D for Lot C, West Part of District Lot 1316, New Westminster District, Plan BCP 30166, as depicted on Appendix 'A', attached to and forming part of this bylaw.
  - b. Insert the following subsection immediately following Section 611.4:
 

611.5 Notwithstanding Section 611.3(1), on any parcels exceeding 3500 m<sup>2</sup> in area and subsequently created from Lot C, West Part of District Lot 1316, New Westminster District, Plan BCP 30166, a permitted second single family dwelling shall not exceed 90 m<sup>2</sup> in gross floor area.

#### PART C – ADOPTION

READ A FIRST TIME this	28 <sup>TH</sup>	DAY OF MARCH ,	2019
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
APPROVED PURSUANT TO SECTION 52 OF THE <i>TRANSPORTATION ACT</i> this	####	DAY OF MONTH ,	YEAR
ADOPTED this	####	DAY OF MONTH ,	YEAR

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Corporate Officer

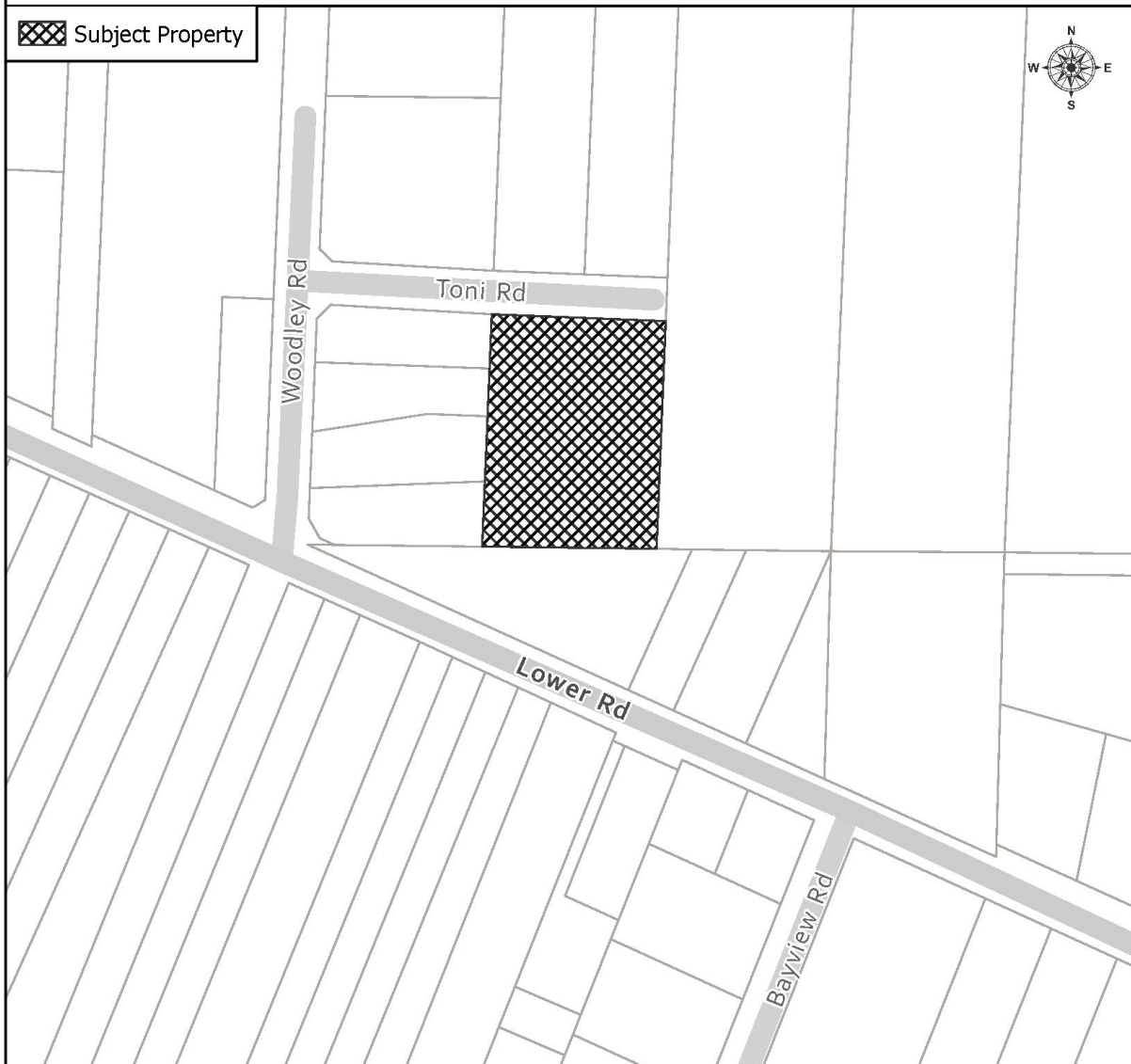
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Chair

## Appendix A to Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019

Amend the Subdivision District of  
Lot C, West Part of District Lot 1316 New Westminster District, Plan BCP30166  
from E to D

 Subject Property



\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer