



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, OCTOBER 22, 2020

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of October 8, 2020

Annex A
Pages 1 – 17

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Planning and Community Development Committee recommendation Nos. 1,3-7 and 11-18 of October 8, 2020 (*recommendation Nos. 2 and 8-10 previously adopted*)
Annex B
pp 18 – 23
4. Infrastructure Services Committee recommendation Nos. 1-15 of October 15, 2020
Annex C
pp 24 – 28
5. Placement of Notice on Title – Chief Building Official
Annex D
pp 29 – 30
6. Chief Administrative Officer's Report of October 22, 2020
To come forward

COMMUNICATIONS

MOTIONS

BYLAWS

7. *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020.*
– *first, second and third reading*
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, SIGD-1)
Annex E
pp 31 - 32

DIRECTORS' REPORTS

Verbal

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (c), (k) and 90 (2) (b) of the *Community Charter* – “labour relations or other employee relations”, “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” and “the consideration of information received and held in confidence relating to negotiations 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 November 7, 2020)

Advisory Planning Commission (Area D) - CANCELLED	October 19 at 7:00 pm
Solid Waste Management Plan Monitoring Advisory Committee	October 20 at 11:00 am
Natural Resources Advisory Committee - CANCELLED	October 21 at 3:30 pm
Corporate and Administrative Services Committee	October 22 at 9:30 am
Regular Board	October 22 at 1:30 pm
Sunshine Coast Regional Hospital District	October 22 at 3:00 pm (to follow Board Meeting)
Agricultural Advisory Committee - CANCELLED	October 27 at 3:30 pm
Advisory Planning Commission (Area B) - CANCELLED	October 27 at 7:00 pm
Advisory Planning Commission (Area F) - CANCELLED	October 27 at 7:00 pm
Advisory Planning Commission (Area A) - CANCELLED	October 28 at 7:00 pm
Advisory Planning Commission (Area E) - CANCELLED	October 28 at 7:00 pm
Water Supply Advisory Committee	November 2 at 3:30 pm
Special Corporate and Administrative Services Committee	November 5 at 9:30 am
Special Corporate and Administrative Services Committee	November 6 at 9:30 am

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

Gibsons & District Public Library Association Board	October 19 at 7:00 pm
Public Hearing (<i>Egmont/Pender Harbour OCP Amendment Bylaw 708.2</i> and <i>SCRD Electoral Area A Zoning Amendment Bylaw 337.122</i> to accommodate proposed development of BC Ferries Earls Cove Terminal)	October 20 at 7:00 pm
Howe Sound Community Forum	October 23 at 10:00 am
Gibsons & District Fire Protection Commission	October 23 at 2:00 pm
Local Government Show	November 5 at 7:00 pm

Please note: Meeting dates are current as of print date (October 16, 2020).



SUNSHINE COAST REGIONAL DISTRICT

October 8, 2020

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	Electoral Area B	L. Pratt
	Directors	Electoral Area A	L. Lee
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		District of Sechelt	A. Toth
		Town of Gibsons	D. Croal

ALSO PRESENT*:	Chief Administrative Officer	D. McKinley
	Corporate Officer	S. Reid
	GM, Planning and Community Development	I. Hall
	GM, Infrastructure Services	R. Rosenboom
	Deputy Corporate Officer / Recorder	J. Hill
	Media	1
	Public	14

**Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER 1:48 p.m.

AGENDA It was moved and seconded

317/20 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes It was moved and seconded

318/20 THAT the Regular Board meeting minutes of September 10, 2020 be adopted.

CARRIED

REPORTS

Planning

It was moved and seconded

319/20

THAT Planning and Community Development Committee recommendation Nos. 3, 7-14 and 16-22 of September 10, 2020 be received, adopted and acted upon as follows:

Recommendation No. 3 *Asset Management Planning*

THAT, as part of asset management planning and when applicable, staff consider possibilities for restructuring buildings for longer life expectancy, lower GHG emissions and incorporating green technologies (such as solar or rainwater capture).

Recommendation No. 7 *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020 and Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020 (BC Ferries Earls Cove)*

THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020 and Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020 (BC Ferries Earls Cove) – Consideration of First and Second Readings be received;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw 708.2, 2020 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be forwarded to the Board for First and Second Readings;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw 708.2, 2020* is considered consistent with the SCRD's 2020-2024 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider the Bylaws be scheduled;

AND FURTHER THAT Director Pratt be delegated as the Chair and Director Lee be delegated as the Alternate Chair to conduct the Public Hearing.

Recommendation No. 8 *Zoning Amendment Bylaw Nos. 310.184, 2018 and 337.118, 2018 (Short Term Rental Accommodation Regulations)*

THAT the report titled Zoning Amendment Bylaw Nos. 310.184, 2018 and 337.118, 2018 for Short Term Rental Accommodation Regulations – Third Reading and Adoption 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 consideration of Third Reading and Adoption.

319/20 cont.

Recommendation No. 9 *West Howe Sound Official Community Plan Amendment Bylaw 640.3, 2020 and Zoning Amendment Bylaw No. 310.188, 2020 (1457 North Rd.)*

THAT the report titled West Howe Sound Official Community Plan Amendment Bylaw 640.3, 2020 and Zoning Amendment Bylaw No. 310.188, 2020 (1457 North Rd.) – Consideration of Third Reading and Adoption be received;

AND THAT *West Howe Sound Official Community Plan Amendment Bylaw 640.3, 2020 and Zoning Amendment Bylaw No. 310.188, 2020* be forwarded to the Board for Third Reading;

AND FURTHER THAT prior to adoption of *West Howe Sound Official Community Plan Amendment Bylaw 640.3, 2020 and Zoning Amendment Bylaw No. 310.188, 2020*, the following condition be met:

- i. A letter of undertaking signed by the applicant's solicitor be provided to the SCRD stating that one of the strata lots to be created by a strata subdivision of the subject land will be registered under the ownership of the Sunshine Coast Habitat for Humanity.

Recommendation No. 10 *Zoning Amendment Bylaw No. 310.178, 2018 (Plowden Eco Lodge)*

THAT the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018 (Plowden Eco Lodge) – Public Hearing Report and Consideration for Third Reading and Adoption be received;

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

Recommendation No. 11 *Development Variance Permit Application DVP00064 (PODS)*

THAT the report titled Development Variance Permit Application DVP00064 (PODS) be received;

AND THAT Development Variance Permit DVP00064 to vary *Zoning Bylaw No. 337* Section 1146.2(d) to reduce the required setback from the natural boundary of the ocean, from 15 m to 13 m for the roof overhangs of proposed buildings and to reduce the required setback from 15 m to 7.5 m for the underground water storage tank be issued subject to:

- i. Comments from shíshálh Nation be received and addressed within the 60-day referral period.

319/20 cont.

Recommendation No. 12 *Pender Harbour Living Heritage Society (PHLHS) Trail, Beach and Dock Proposal, Hotel Lake Community Park*

THAT the report titled Community Project - Pender Harbour Living Heritage Society (PHLHS) Trail, Beach and Dock Proposal, Hotel Lake Community Park be received;

AND THAT the delegated authorities be authorized to enter into an agreement between SCRD and PHLHS regarding the long-term care and maintenance of the new access trail;

AND FURTHER THAT the Board provide a letter of support for any foreshore permits and works applications submitted by PHLHS to the Province.

Recommendation No. 13 *Roberts Creek Pier Licence of Occupation Renewal*

THAT the report titled Roberts Creek Pier Licence of Occupation Renewal be received;

AND THAT Licence No. 714854 with the Ministry of Transportation and Infrastructure for occupation of public highway at the end of Roberts Creek Road be renewed for a period of 5 years;

AND FURTHER THAT the delegated authorities be authorized to sign the Licence of Occupation Agreement No. 714854 for the portion of highway at the end of Roberts Creek Road, and adjacent to Roberts Creek Pier Park.

Recommendation No. 14 *Roberts Creek Pier Park Bylaw Enforcement*

THAT staff prepare a report on possible avenues to ameliorate issues regarding contravention of noise bylaws and the illegal use of campfires in Roberts Creek Pier Park before the next summer season.

Recommendation No. 16 *Policing and Public Safety Committee Meeting Minutes of July 16, 2020*

THAT the Policing and Public Safety Committee meeting minutes of July 16, 2020 be received.

Recommendation No. 17 *Agricultural Advisory Committee Meeting Minutes of July 28, 2020*

THAT the Agricultural Advisory Committee meeting minutes of July 28, 2020 be received.

Recommendation No. 18 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of July 29, 2020*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of July 29, 2020 be received.

319/20 cont.

Recommendation No. 19 *Halfmoon Bay (Area B) APC Meeting Minutes of July 28, 2020*

THAT the Halfmoon Bay (Area B) Advisory Planning Commission meeting minutes of July 28, 2020 be received.

Recommendation No. 20 *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.3 and Zoning Amendment Bylaw No. 310.174 (Secret Cove Heights Development)*

THAT the report titled Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.3 and Zoning Amendment Bylaw No. 310.174 (Secret Cove Heights Development) – Public Hearing Report be received;

AND THAT *Halfmoon Bay Official Community Plan Amendment Bylaw 675.3 and Sunshine Coast Regional District Zoning Amendment Bylaw 310.174* be abandoned.

Recommendation No. 21 *Communication from Parliamentary Secretary for Environment Regarding Funding to Remove Marine Debris*

THAT the correspondence from Sheila Malcolmson, MLA Nanaimo, Parliamentary Secretary for Environment dated August 31, 2020 regarding Small Ship Tour Operators Association (SSTOA) funding to remove marine debris be received.

Recommendation No. 22 *Communication Regarding Petition: “Stop the Proposed Renaming of Madeira Park to Salalus”*

THAT the correspondence from Beryl Carmichael, 12791 Mainsail Road, Madeira Park dated August 16, 2020, regarding Petition: “Stop the proposed renaming of Madeira Park to Salalus” be received.

CARRIED

Infrastructure

It was moved and seconded

320/20

THAT Infrastructure Services Committee recommendation Nos. 1-20 of September 17, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Electoral Approval Process for Long-Term Borrowing to Fund Water Meter Installation - Phase 3*

THAT the report titled Electoral Approval Process for Long-Term Borrowing to Fund Water Meter Installation - Phase 3 be received;

AND THAT an electoral approval process by Alternative Approval Process (AAP) with option to move to Assent Vote to authorize long-term borrowing to fund Phase 3 of the water meter installation project be confirmed;

320/20 cont.

AND FURTHER THAT staff bring forward a report to the November 5/6 Special Corporate and Administrative Service Committee (2021 Pre-budget) meeting with an updated project budget and financial details regarding long-term borrowing for the water meter installation project.

Recommendation No. 2 *Sechelt Landfill Drop-Off Area Final Design*

THAT the report titled Sechelt Landfill Drop-Off Area Final Design be received;

AND THAT the Sechelt Landfill Drop-Off Remediation budget be increased by \$940,110 to \$1,377,714 for the construction phase of the project;

AND THAT the Sunshine Coast Regional District authorize up to \$940,110 be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the Sechelt Landfill Drop-off Remediation project;

AND THAT the loan be repaid within five years with no rights of renewal;

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

Recommendation No. 3 *Comprehensive Landfill Engineering Consulting Services Contract – Update*

THAT the report titled Comprehensive Landfill Engineering Consulting Services Contract – Update be received;

AND THAT the contract with XCG Consulting Limited for general landfill engineering services be increased by \$167,000 to \$307,000 (excluding GST);

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

Recommendation No. 4 *Cardboard at SCRD Landfill and Transfer Station Sites - Update*

THAT the report titled Cardboard at SCRD Landfill and Transfer Station Sites - Update be received;

AND THAT the SCRD continue with the cardboard recycling program at the Sechelt Landfill and Pender Harbour Transfer Station;

AND THAT *SCRD Bylaw No. 405* be amended to include cardboard as controlled waste;

AND FURTHER THAT a proposed cardboard tipping fee be included in the report on the review of all tipping fees of diverted materials to be presented at a Committee in Q4 2020.

320/20 cont.

Recommendation No. 5 *Water Supply Advisory Committee Minutes
– July 14, 2020*

THAT the Water Supply Advisory Committee minutes of July 14, 2020 be received.

Recommendation No. 6 *Transportation Advisory Committee –
July 16, 2020*

THAT the Transportation Advisory Committee minutes of July 16, 2020 be received.

Recommendation No. 7 *Solid Waste Management Plan Monitoring
Advisory Committee – July 21, 2020*

THAT the Solid Waste Management Plan Monitoring Advisory Committee minutes of July 21, 2020 be received.

Recommendation No. 8 *Water Supply Advisory Committee Minutes
– August 11, 2020*

THAT the Water Supply Advisory Committee minutes of August 11, 2020 be received.

Recommendation No. 9 *Water Supply Advisory Committee Minutes
– September 1, 2020*

THAT the Water Supply Advisory Committee minutes of September 1, 2020 be received;

AND THAT the following recommendations contained therein be adopted and acted upon as follows:

Recommendation No. 3 *Long-Term Water Supply Sources*

THAT a study be initiated in 2021 to confirm the technical, regulatory, and financial feasibility of Clowhom Lake, Sakinaw Lake, and Rainy River as long-term water supply sources for the Sunshine Coast;

AND THAT such study considers the conceptual alternatives included in the 2007 Dayton & Knight Ltd. Technical Memorandum as well as other alternatives.

Recommendation No. 5 *Meeting Schedule for Water
Supply Advisory Committee*

THAT as per Section 4.2 of the Committee's Terms of Reference, the meeting schedule for the Water Supply Advisory Committee be changed to meet on a monthly basis from October 2020 to February 2021.

320/20 cont.

Recommendation No. 6 *Public Engagement on Water Supply and Demand Management*

THAT the Water Supply Advisory Committee provide comment on the SCRD's public engagement processes on water supply and demand management.

Recommendation No. 7 *Correspondence Sechelt and District Chamber of Commerce*

THAT the correspondence from the Sechelt and District Chamber of Commerce dated August 14, 2020 regarding the leak detection in SCRD watermains be received for information;

AND THAT the Sechelt and District Chamber of Commerce letter dated August 14, 2020 be referred to the Water Supply Advisory Committee for consideration.

Recommendation No. 10 *Raw Water Reservoir*

THAT the following recommendation from the September 1, 2020 Water Supply Advisory Committee meeting be considered as part of the staff report on the results of the Raw Water Reservoir - Phase 3b to be presented at a future Committee meeting:

Recommendation No. 1 *Raw Water Reservoir*

THAT the Raw Water Reservoir project be put on hold after completion of this year's study;

AND THAT further analysis of additional water supply sources be explored before advancement of the Raw Water Reservoir project.

Recommendation No. 11 *Groundwater Investigation*

THAT that the following recommendation from the September 1, 2020 Water Supply Advisory Committee meeting be considered as part of the staff report on the results of this year's groundwater investigation projects to be presented at a future Committee meeting:

Recommendation No. 2 *Groundwater Investigation*

THAT the Board consider initiating a desktop study in 2021 to confirm the hydrogeotechnical feasibility of not yet fully explored aquifers as additional groundwater sources in the region, including the Dusty Road well.

Recommendation No. 12 *Correspondence Federal Regulations to Reduce Plastic Waste*

THAT the correspondence from the Honourable Minister Wilkinson dated July 28, 2020 regarding federal regulations to reduce plastic waste be received.

320/20 cont.

Recommendation No. 13 *Correspondence Church Road Well Field Project Notification Under the Environmental Assessment Act*

THAT the correspondence from the Honourable Minister Heyman dated July 31, 2020 regarding Church Road Well Field Project notification under the Environmental Assessment Act be received.

Recommendation No. 14 *Correspondence Leak Detection in SCRD Watermains*

THAT the correspondence from the Sechelt & District Chamber of Commerce dated August 14, 2020 regarding leak detection in SCRD watermains be received;

AND THAT SCRD send a letter to the Sechelt & District Chamber of Commerce with update on leak detection in the SCRD watermains.

Recommendation No. 15 *Correspondence COVID-19 Financial Relief for Transit*

THAT the correspondence from the Honourable Minister Trevena received August 17, 2020 regarding COVID-19 financial relief for Transit be received.

Recommendation No. 16 *Correspondence Church Road Well Field Project*

THAT the correspondence from the Environmental Assessment Office dated August 25, 2020 regarding the Church Road Well Field Project be received.

Recommendation No. 17 *Correspondence Public Input on Improvements to the Sunshine Coast Ferry Service*

THAT the correspondence from BC Ferries dated August 26, 2020 regarding public input on improvements to the Sunshine Coast Ferry service be received;

AND THAT the SCRD send a letter to Brian Anderson of BC Ferries requesting that a Sunshine Coast local government elected official be appointed as part of the Project Working Group.

Recommendation No. 18 *Correspondence Letter of Support for Grant Funding*

THAT the correspondence from the Loon Foundation dated September 1, 2020 regarding letter of support for grant funding under the Community, Culture and Recreation Program of the Investing in Canada Infrastructure Program and the Island Coastal Economic Trust, be received;

AND THAT the SCRD send both letters requested by the Loon Foundation in support of grant funding prior to the deadlines indicated, with further endorsement at a future SCRD Board meeting.

320/20 cont.

Recommendation No. 19 *Correspondence Prioritize Rural Connectivity*

THAT the correspondence from TELUS dated September 10, 2020 regarding a letter to the Prime Minister to prioritize rural connectivity be received;

AND THAT the SCRD send a letter to the Prime Minister with a request to prioritize rural connectivity.

Recommendation No. 20 *Water Supply Advisory Committee Terms of Reference*

THAT the Water Supply Advisory Committee's Terms of Reference be amended as follows:

- Section 3.1 – Membership – "...and not more than 11 voting members, with the following representation:...".

CARRIED

Corporate

It was moved and seconded

321/20

THAT Corporate and Administrative Services Committee recommendation Nos. 1-9 of September 17, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *2020 Budget Project Status Report*

THAT the report titled Budget Project Status Report – September 2020 be received.

Recommendation No. 2 *2019-2023 Strategic Plan Review*

THAT the report titled 2019-2023 Strategic Plan Review be received;

AND THAT the proposed updates to the 2019-2023 Strategic Plan identified in the September 3/4, 2020 Strategic Plan Review meeting notes be approved and incorporated into the Strategic Plan as presented.

Recommendation No. 3 *Grants Status Update*

THAT the report titled Grants Status Update be received;

AND THAT the Sunshine Coast Regional District (SCRD) submit an application to the Investing in Canada Infrastructure Program – British Columbia – Community, Culture and Recreation Infrastructure for the Sechelt Aquatic Centre Building Envelope - Review and Energy Efficiency Improvement Project;

AND FURTHER THAT the SCRD Board support the project and commit to its share of up to \$250,000 of the project, as well as cost overruns.

321/20 cont.

Recommendation No. 4 *Financial Sustainability Policy Review*

THAT the report titled Financial Sustainability Policy Review be received;

AND THAT the recommended Policy amendments be approved, as follows:

- 4.6.2 Each budget cycle, the Board will consider the cost of existing services at existing service levels, or reducing service levels, before considering enhancements.

Recommendation No. 5 *Community Recreation Facilities Capital Funding Updated and COVID-19 Implications*

THAT the report titled Community Recreation Facilities Capital Funding Update and COVID-19 Implications be received;

AND THAT the Community Recreation Facilities Capital Funding Update report be referred to a future Committee as part of the 2021 Budget deliberations for further consideration, including additional information on the implications to transitioning capital renewal funding to parcel taxes versus property taxation (ad valorem).

Recommendation No. 6 *Community Recreation Facilities Funding Review*

THAT staff undertake a recreation user fee review with consideration to a potential reduction of supply of facility capacity and provide recovery options for a user share of COVID-19 related costs.

Recommendation No. 7 *Process for Amending Established Wastewater Services*

THAT the report titled Process for Amending Established Wastewater Services be received for information.

Recommendation No. 8 *Review of Bylaw 320*

THAT the report titled Review of Bylaw 320 with Respect to Wastewater Systems be received for information.

Recommendation No. 9 *Human Resource Metrics*

THAT industry standard Human Resources metrics be included in the Bi-Annual Corporate and Administrative Services Committee reporting, (e.g. new hires, positions filled, active grievances, etc.).

CARRIED

Planning

It was moved and seconded

322/20

THAT Planning and Community Development Committee recommendation Nos. 2 and 8-10 of October 8, 2020 be received, adopted and acted upon as follows:

322/20 cont.

Recommendation No. 2 *2020 Sunshine Coast Housing Needs Assessment Report*

THAT the report titled Sunshine Coast Housing Needs Assessment 2020 be received;

AND THAT the Sunshine Coast Housing Needs Assessment Report contained in Attachment A of the staff report be received in accordance with Section 585.31 of the *Local Government Act*;

AND THAT the Sunshine Coast Housing Needs Assessment Report be published to the Sunshine Coast Regional District website which is publicly and freely accessible;

AND FURTHER THAT a report on next steps, best practices and policy recommendations be brought to a future Committee.

Recommendation No. 8 *ITT 2037005 Langdale Well and Pump Station Improvements*

THAT the report titled Invitation to Tender (ITT) 2037005 Langdale Well and Pump Station Improvements be received;

AND THAT the construction contract for Langdale Well and Pump Station Improvements be awarded to Coastal Mountain Excavators, Ltd. in the amount up to \$281,545 (plus GST);

AND THAT the budget for the Langdale Pump station project be increased by \$43,679 to \$318,679 and that it be funded from [370] Regional Water Capital Reserves;

AND THAT the 2020 – 2024 Financial Plan be amended accordingly;

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

Recommendation No. 9 *RFP 2035007 Contract Award for Metal Container Hauling and Recycling Services*

THAT the report titled Request for Proposal (RFP) 2035007 Contract Award for Metal Container Hauling and Recycling Services be received;

AND THAT a contract for Metal Container Hauling and Recycling Services be awarded to Salish Environmental Group Inc. in the amount up to \$212,550 (plus GST);

AND THAT *Bylaw 405* be amended as part of the Q4 2020 tipping fee review to reflect the increase for metal recycling from \$70 to \$140 per tonne;

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

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

322/20 cont. **Recommendation No. 10** *RFQ 2035006 Contract Award for Gypsum Container and Transportation Services*

THAT the report titled Request for Quotation (RFQ) 2035006 Contract Award for Gypsum Container and Transportation Services be received;

AND THAT a contract for Gypsum Container and Transportation Services be awarded to Salish Environmental Group Inc. in the amount up to \$239,859 (plus GST);

AND THAT *Bylaw 405* be amended as part of the Q4 2020 tipping fee review to reflect the increase for gypsum;

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

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

CARRIED

Ministerial Meeting **It was moved and seconded**

323/20 THAT the report titled 2020 Provincial Cabinet Ministerial Meeting Notes be received.

CARRIED

Strategic Plan **It was moved and seconded**

324/20 THAT the report titled 2019-2023 Amended Strategic Plan be received;

AND THAT the amended 2019-2023 Strategic Plan be adopted as presented.

CARRIED

BYLAWS

Bylaw 708.2 **It was moved and seconded**

325/20 THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020* be read a first time.

CARRIED

Bylaw 708.2 **It was moved and seconded**

326/20 THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020* be read a second time.

CARRIED

- Bylaw 337.122 **It was moved and seconded**
- 327/20 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be read a first time.
- CARRIED**
- Bylaw 337.122 **It was moved and seconded**
- 328/20 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be read a second time.
- CARRIED**
- Bylaw 310.178 **It was moved and seconded**
- 329/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be read a third time.
- CARRIED**
- Bylaw 310.178 **It was moved and seconded**
- 330/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be adopted.
- CARRIED**
- Bylaw 310.184 **It was moved and seconded**
- 331/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184, 2018* be read a third time.
- CARRIED**
- Bylaw 310.184 **It was moved and seconded**
- 332/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184, 2018* be adopted.
- CARRIED**
- Bylaw 337.118 **It was moved and seconded**
- 333/20 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118, 2018* be read a third time.
- CARRIED**
- Bylaw 337.118 **It was moved and seconded**
- 334/20 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118, 2018* be adopted.
- CARRIED**

Bylaw 640.3 **It was moved and seconded**

335/20 THAT *West Howe Sound Official Community Plan Amendment Bylaw No. 640.3, 2020* be read a third time.

CARRIED

Bylaw 640.3 **It was moved and seconded**

336/20 THAT *West Howe Sound Official Community Plan Amendment Bylaw No. 640.3, 2020* be adopted.

CARRIED

Bylaw 310.188 **It was moved and seconded**

337/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.188, 2020* be read a third time.

CARRIED

Bylaw 310.188 **It was moved and seconded**

338/20 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.188, 2020* be adopted.

CARRIED

Bylaw 726 **It was moved and seconded**

339/20 THAT *Square Bay Community Sewage Treatment System Service Capital Reserve Fund Bylaw No. 726, 2020* be adopted.

CARRIED

Bylaw 727 **It was moved and seconded**

340/20 THAT *Lily Lake Community Sewage Treatment System Service Capital Reserve Fund Bylaw No. 727, 2020* be adopted.

CARRIED

Bylaw 728 **It was moved and seconded**

341/20 THAT *Sakinaw Ridge Community Sewage Treatment System Service Capital Reserve Fund Bylaw No. 728, 2020* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

The Board recessed at 2:52 p.m. and reconvened at 2:55 p.m.

The Board moved In Camera at 2:55 p.m.

IN CAMERA**It was moved and seconded**

342/20

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) and (c) 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” and “labour relations or other employee relations”.

CARRIED

The Board moved out of In Camera at 3:13 p.m.

Appointments**It was moved and seconded**

343/20

THAT the following applicants be appointed to the Water Supply Advisory Committee (WASAC) for a two-year term:

1. Peter Madden;
2. Alan Skelley;
3. Bob Fielding; and
4. Tom Silvey.

CARRIED

**Rural Areas'
Grant-in-Aid****It was moved and seconded**

344/20

THAT a letter be sent to One Straw Society to advise that the funding request was denied due to contravention of the Rural Areas' Grant-in-Aid Policy Section 1.10 as it relates to the *Local Government Act* Section 273;

AND THAT it be recommended that the One Straw Society contact Community Futures and the Sunshine Coast Regional Economic Development Organization who may be able to provide other funding options.

CARRIED

ADJOURNMENT**It was moved and seconded**

345/20

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:13 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

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

October 8, 2020

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	District of Sechelt	A. Toth
	Directors	Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		Town of Gibsons	D. Croal
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom (part)
	Manager, Planning and Development		D. Pady (part)
	Senior Planner		Y. Siao (part)
	Planner/Senior Planner		J. Clark (part)
	Water Sustainability Coordinator		R. Shay (part)
	Manager, Capital Projects		S. Misiurak (part)
	Manager, Solid Waste Services		R. Cooper (part)
	Manager, Recreation Services		G. Donn (part)
	Administrative Assistant / Recorder		A. O'Brien
	Public		7+/- (part)
	Media		2 (part)

**Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was amended and adopted with the addition of New Business items:

- Industrial cannabis production on agriculture properties
- Asset Management free training opportunities

DELEGATIONS

Gerry Pageau, Sunshine Coast Community Solar Association presented to the Committee regarding Proposed Energy & Emergency Power Upgrade for the Gibsons and Area Community Centre.

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

The Planning and Community Development Committee recommended that the delegation materials from the Sunshine Coast Community Solar Association regarding Gibsons and Area Community Centre: Proposed Energy & Emergency Power Upgrade be received;

AND THAT the Sunshine Coast Community Solar Association delegation materials be referred to staff and a report be brought to a future Committee meeting with potential next steps and grant opportunities.

DELEGATIONS

Julie Clark, Planner/Senior Planner introduced the 2020 Sunshine Coast Housing Needs Assessment Report.

Matt Thomson, Consultant, Urban Matters presented to the Committee regarding the 2020 Sunshine Coast Housing Needs Assessment Report.

REPORTS

Recommendation No. 2 *2020 Sunshine Coast Housing Needs Assessment Report*

The Planning and Community Development Committee recommended that the report titled Sunshine Coast Housing Needs Assessment 2020 be received;

AND THAT the Sunshine Coast Housing Needs Assessment Report contained in Attachment A of the staff report be received in accordance with Section 585.31 of the *Local Government Act*;

AND THAT the Sunshine Coast Housing Needs Assessment Report be published to the Sunshine Coast Regional District website which is publicly and freely accessible;

AND THAT a report on next steps, best practices and policy recommendations be brought to a future Committee;

AND FURTHER THAT this recommendation be forwarded to the October 8, 2020 Regular Board meeting in order to meet the grant deadline.

The meeting recessed at 10:54 a.m. and reconvened at 11:01 a.m.

Recommendation No. 3 *Development Variance Permit DVP00067 (8703 South Sakinaw Creek Road)*

The Planning and Community Development Committee recommended that the report titled Development Variance Permit DVP00067 (8703 South Sakinaw Creek Road) be received;

AND THAT Development Variance Permit DVP00067 to vary Zoning Bylaw No. 337 Section 518 (3) to permit the required off-street parking for the subject parcel and proposed subdivision to be provided within the subject property based on vehicular access to an access road secured by a tenure granted by the Province, be issued subject to:

1. Confirmation of provincial tenure for the section of access road connecting to the subject parcel be granted to the applicant.

2. Comments from shíshálh Nation be received and addressed within the 60-day referral period.

Recommendation No. 4 *Agricultural Land Reserve Application for Land Inclusion
(ALC Application 60840 - Morgan)*

The Planning and Community Development Committee recommended that the report titled Application for Land Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 60840) be received;

AND THAT ALC Application 60840 be supported subject to the ALC's verification of the agricultural suitability of the land requested for inclusion;

AND FURTHER THAT SCRD's conditional support for ALC Application 60840 be forwarded to the Agricultural Land Commission.

Recommendation No. 5 *Monthly Provincial Referral Review*

The Planning and Community Development Committee recommended that the report titled Monthly Provincial Referral Review be received;

AND THAT SCRD responds to the province regarding files 2412355, 2412360, 2412358, 0700042 as follows:

Provincial Private Moorage Application 2412355: Interests unaffected

Provincial Private Moorage Application 2412360: Interests unaffected

Provincial Private Moorage Application 2412358: No objection to approval of project

Provincial Private Moorage Application 0700042: No objection to approval of project subject to conditions

AND FURTHER THAT SCRD include this request to the Province with each referral response:

That the applicant be advised that any future proposed development, changes or replacements to structures, including any land alteration, may be subject to SCRD Planning or Building Bylaw requirements. Please contact SCRD in advance of proposed works.

Recommendation No. 6 *Homesite Creek Secret Cove Recreation Site (Secret Cove Falls Trail, REC0383) Partnership Agreement and Stewardship Memorandum of Understanding)*

The Planning and Community Development Committee recommended that the report titled Homesite Creek Secret Cove Recreation Site (Secret Cove Falls Trail, REC0383) Partnership Agreement and Stewardship Memorandum of Understanding - Request to Authorize Delegated Signatories be received;

AND THAT the delegated authorities enter into:

1. A three-year partnership agreement with Recreation Sites and Trails BC for the Homesite Creek Secret Cove Recreation Site;

2. A three-year memorandum of understanding with the Halfmoon Bay Citizens Association for management of the Homesite Creek Secret Cove Recreation Site.

Recommendation No. 7 *My Sea to Sky Pilot Community Invitation - Building Capacity for Community Energy and Emissions Inventory and Evidence-Based Climate Action Planning*

The Planning and Community Development Committee recommended that the report titled My Sea to Sky Pilot Community Invitation - Building Capacity for Community Energy and Emissions Inventory and Evidence-Based Climate Action Planning be received;

AND THAT a letter of support be provided to My Sea to Sky for the Climate Action Report Card Project;

AND FURTHER THAT the request for letters of support for the Climate Action Report Card Project be forwarded to the Town of Gibsons, the District of Sechelt, and shíshálh Nation.

Recommendation No. 8 *ITT 2037005 Langdale Well and Pump Station Improvements*

The Planning and Community Development Committee recommended that the report titled Invitation to Tender (ITT) 2037005 Langdale Well and Pump Station Improvements be received;

AND THAT the construction contract for Langdale Well and Pump Station Improvements be awarded to Coastal Mountain Excavators, Ltd. in the amount up to \$281,545 (plus GST);

AND THAT the budget for the Langdale Pump station project be increased by \$43,679 to \$318,679 and that it be funded from [370] Regional Water Capital Reserves;

AND THAT the 2020 – 2024 Financial Plan be amended accordingly;

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT this recommendation be forwarded to the October 8, 2020 Regular Board meeting.

Recommendation No. 9 *RFP 2035007 Contract Award for Metal Container Hauling and Recycling Services*

The Planning and Community Development Committee recommended that the report titled Request for Proposal (RFP) 2035007 Contract Award for Metal Container Hauling and Recycling Services be received;

AND THAT a contract for Metal Container Hauling and Recycling Services be awarded to Salish Environmental Group Inc. in the amount up to \$212,550 (plus GST);

AND THAT Bylaw 405 be amended as part of the Q4 2020 tipping fee review to reflect the increase for metal recycling from \$70 to \$140 per tonne;

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

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT this recommendation be forwarded to the October 8, 2020 Regular Board meeting.

Recommendation No. 10 *RFQ 2035006 Contract Award for Gypsum Container and Transportation Services*

The Planning and Community Development Committee recommended that the report titled Request for Quotation (RFQ) 2035006 Contract Award for Gypsum Container and Transportation Services be received;

AND THAT a contract for Gypsum Container and Transportation Services be awarded to Salish Environmental Group Inc. in the amount up to \$239,859 (plus GST);

AND THAT Bylaw 405 be amended as part of the Q4 2020 tipping fee review to reflect the increase for gypsum;

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

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT this recommendation be forwarded to the October 8, 2020 Regular Board meeting.

Recommendation No. 11 *Planning and Community Development Department 2020 Q3 Report*

The Planning and Community Development Committee recommended that the report titled Planning and Community Development Department 2020 Q3 Report be received.

The Committee recessed at 12:05 p.m. and reconvened at 12:10 p.m.

Recommendation No. 12 *Agricultural Advisory Committee Meeting Minutes of September 22, 2020*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee meeting minutes of September 22, 2020 be received.

Recommendation No. 13 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of September 30, 2020*

The Planning and Community Development Committee recommended that the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of September 30, 2020 be received.

COMMUNICATIONS

Recommendation No. 14 *Communication from Sunshine Coast Skating Club and Sunshine Coast Minor Hockey Association*

The Planning and Community Development Committee recommended that the correspondence from Board of Directors, Sunshine Coast Skating Club and Board of Directors, Sunshine Coast Minor Hockey Association dated September 10, 2020 regarding follow up from September 10, 2020 Planning and Community Development Committee Delegation be received.

Recommendation No. 15 *Communication from Town of Gibsons regarding Gibsons Pool Closure*

The Planning and Community Development Committee recommended that the correspondence from Bill Beamish, Mayor, Town of Gibsons, dated September 16, 2020 regarding Gibsons Pool closure be received;

AND THAT the SCRD respond to the Town of Gibsons letter regarding the closure of the Gibsons Pool and address the concerns raised.

Recommendation No. 16 *Community Petition regarding Telus Telecommunications Facility Proposal at 10591 Mercer Road, Halfmoon Bay*

The Planning and Community Development Committee recommended that Community Petition, dated September 17, 2020 regarding Telus Telecommunications Facility Proposal request for Local Government Concurrence at 10591 Mercer Road, Halfmoon Bay be received.

Recommendation No. 17 *Communication from Gambier Island Community Association regarding New Brighton dock*

The Planning and Community Development Committee recommended that the correspondence from Danny Tryon, President, Gambier Island Community Association dated September 25, 2020 regarding New Brighton dock be received.

*Director Toth passed the Chair to Director Tize at 12:58 p.m.
Director Toth left the meeting at 12:58 p.m.*

NEW BUSINESS

Recommendation No. 18 *Industrial Cannabis Production on agricultural land*

The Planning and Community Development Committee recommended that staff report to a future committee on the current status of regulations on production of cannabis on agricultural land and opportunities to improve or clarify those regulations.

Asset Management training opportunities were discussed.

Director Toth rejoined the meeting at 1:11 p.m. and resumed the Chair.

ADJOURNMENT 1:18 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE**

October 15, 2020

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

PRESENT:	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area F	M. Hiltz
		Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		Town of Gibsons	D. Croal
		District of Sechelt	A. Toth
		District of Sechelt	D. Siegers
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	General Manager, Infrastructure Services		R. Rosenboom
	Chief Financial Officer / GM, Corporate Services		T. Perreault (part)
	General Manager, Planning & Community Development		I. Hall (part)
	Manager, Capital Projects		S. Misiurak (part)
	Manager, Solid Waste Services		R. Cooper (part)
	Manager, Transit and Fleet		J. Walton (part)
	Recording Secretary		T. Ohlson
	Media	0	
	Public	0	

**Directors and staff present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended to include the following items of New Business:

- Vancouver Island Resilience Summit November 6, 2020
- Association of Vancouver Island Coastal Communities Special Solid Waste Committee

PRESENTATIONS and DELEGATIONS

Soren Poschmann and Sarah Barbosa, ISL Engineering and Land Services Ltd., addressed the Committee regarding Eastbourne Water System Upgrades – Feasibility Study.

The Chair thanked Mr. Poschmann and Ms. Barbosa for their presentation.

REPORTS**Recommendation No. 1** *Results Feasibility Study Upgrades Eastbourne Water System Project*

The Infrastructure Services Committee recommended that the report titled Results Feasibility Study Upgrades Eastbourne Water System Project be received;

AND THAT staff prepare a 2021 Budget Proposal that provides several options, including phasing, for the drilling and development of two test wells for the Eastbourne Water System;

AND FURTHER THAT the preliminary design and cost estimates for any required additional storage and treatment capacity be included in the scope of this project.

Recommendation No. 2 *Contract for Dam Safety Reviews, Operation and Maintenance Manuals, and Dam Emergency Plans - Update*

The Infrastructure Services Committee recommended that the report titled Contract for Dam Safety Reviews, Operation and Maintenance Manuals, and Dam Emergency Plans – Update be received;

AND THAT the contract with WSP Canada Inc. for upgrades to the SCRD Dams be increased by \$19,470 to \$117,876 (plus GST);

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

Recommendation No. 3 *Investing in Canada Infrastructure Program – Rural and Northern Communities 2020 Grant Application - Woodcreek Park Wastewater Treatment Plant System Upgrade and Ports Capital Renewal*

The Infrastructure Services Committee recommended that the report titled Investing in Canada Infrastructure Program – Rural and Northern Communities 2020 Grant Application - Woodcreek Park Wastewater Treatment Plant System Upgrade and Ports Capital Renewal be received;

AND THAT staff submit applications for grant funding through the Investing in Canada Infrastructure Program – Rural and Northern Communities for:

- a) the Woodcreek Park Wastewater Treatment Plant System Upgrade; and
- b) the Ports Capital Renewal Project;

AND THAT the Board supports the Woodcreek Park Wastewater Treatment Plant System Upgrade project and commits to its share (\$75,000) of the project, as well as cost overruns;

AND FURTHER THAT the Board supports the Ports Capital Renewal Project and commits to its share (\$20,000) of the project as well as cost overruns.

Recommendation No. 4 *Water Services – Pipes, Valves & Fittings Contract Term Extension*

The Infrastructure Services Committee recommended that the report titled Water Services – Pipes, Valves & Fittings Contract Term Extension be received;

AND THAT the SCRD exercises the right to extend the existing contract with ICONIX Waterworks Limited Partnership for Water Services – Pipes, Valves & Fittings for an additional final one (1) year period in the amount up to \$204,581 (plus GST).

The Manager, Solid Waste Services provided the Committee with an update on the Curbside food waste ‘Green Bin’ collection program which included program launch, outreach and engagement, SCRD Collects App, preliminary results, feedback and inquiries to date, and next steps.

The Infrastructure Services Committee recessed at 11:13 a.m. and reconvened at 11:24 a.m.

Recommendation No. 5 *Contract Award for Recycling Depot Site Operations in Pender Harbour for Residential Packaging and Paper Products (PPP)*

The Infrastructure Services Committee recommended that the report titled Contract Award for Recycling Depot Site Operations in Pender Harbour for Residential Packaging and Paper Products (PPP) be received;

AND THAT a contract for operating a Recycling Depot for Residential PPP in Pender Harbour be awarded to GRIPS for a 3 year term expiring November 30, 2023 in the amount up to \$481,853 (plus GST);

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

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

Recommendation No. 6 *Islands Clean Up Program 2020 Update*

The Infrastructure Services Committee recommended that the report titled Islands Clean Up Program 2020 Update be received;

AND THAT the SCRD provide annual islands clean up service for Nelson Island.

Director Tize opposed

Recommendation No. 7 *Islands Clean Up Program Review*

The Infrastructure Services Committee recommended that staff engage in a community consultation process to review the service scope, the number of islands serviced and the scope of materials accepted in the Islands Clean Up program.

Recommendation No. 8 *Mintie Road Garbage Bin – Update*

The Infrastructure Services Committee recommended that the report titled Mintie Road Garbage Bin – Update be received;

AND THAT the SCRD remove the roadside bin located on Mintie Road and return it to the Halfmoon Bay Community Association.

Recommendation No. 9 *Summary of SCRD Solid Waste Related Resolutions to the AVICC, UBCM and FCM*

The Infrastructure Services Committee recommended that the report titled Summary of SCRD Solid Waste Related Resolutions to the AVICC, UBCM and FCM be received.

Recommendation No. 10 *Transit Schedule Options Winter and Spring 2021*

The Infrastructure Services Committee recommended that the report titled Transit Schedule Options Winter and Spring 2021 be received;

AND THAT staff work with BC Transit to continue the current conventional transit schedule based on approximately 80% of the originally budgeted amount of service hours until mid-May 2021.

Recommendation No. 11 *Infrastructure Services Department – 2020 Q3 Report*

The Infrastructure Services Committee recommended that the report titled Infrastructure Services Department – 2020 Q3 Report be received.

Recommendation No. 12 *Solid Waste Plan Monitoring Advisory Committee – September 15, 2020*

The Infrastructure Services Committee recommended that Solid Waste Plan Monitoring Advisory Committee minutes of September 15, 2020 be received.

Recommendation No. 13 *Water Supply Advisory Committee – October 5, 2020*

The Infrastructure Services Committee recommended that Water Supply Advisory Committee minutes of October 5, 2020 be received;

AND THAT Recommendation No. 1 contained therein be adopted and acted upon as amended, as follows:

THAT at the next WASAC meeting staff provide an update on the current efforts to increase the SCRD's public participation resources for engagement on water supply and conservation;

AND THAT at the next WASAC meeting staff present a draft high level public participation plan on water supply and conservation for 2021 for discussion and outline the potential role of WASAC in its implementation;

AND FURTHER THAT staff bring forward the 2021 Public Participation Plan on Water Supply and Conservation to a Committee meeting in late Q4 2020 or early Q1 2021.

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

Recommendation No. 2 *Aquifers and Groundwater Sources*

The Water Supply Advisory Committee recommended that staff invite Consultants to provide a technical presentation in summary form to WASAC on the background and update on aquifers and groundwater sources on the Sunshine Coast.

COMMUNICATIONS**Recommendation No. 14** *Correspondence Expansion of BC Recycling Regulation – Mattresses, Bulky Furniture and Carpets*

The Infrastructure Services Committee recommended that the correspondence from the Ministry of Environment and Climate Change Strategy dated October 1, 2020 regarding the expansion of the BC Recycling Regulation to include mattresses, bulky furniture and carpets be received.

NEW BUSINESS

The Infrastructure Services Committee referred the discussion regarding Director remuneration for attendance at the Vancouver Island Coastal Community Resilience Summit to the October 22, 2020 SCRD Board meeting.

Recommendation No. 15 *Alternate to Association of Vancouver Island Coastal Communities Special Solid Waste Committee*

The Infrastructure Service Committee recommended that Director McMahon be appointed as the SCRD's alternate representative to the Association of Vancouver Island Coastal Communities Special Solid Waste Committee.

IN CAMERA

The Committee moved In-Camera at 12:42 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e), (j) and (k) 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”, “information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*” and “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

The Committee moved out of In Camera at 12:59 p.m.

ADJOURNMENT 1:01 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – October 22, 2020

AUTHOR: Allen Whittleton, Chief Building Official

SUBJECT: PLACEMENT OF NOTICE ON TITLE

RECOMMENDATION(S)

THAT the report titled Placement of Notice on Title be received;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 18, Block 3, District Lot 1330, Plan 11394, NWD, GRP 1, PID 009-073-761, Folio 746 03014.095.

BACKGROUND

Section 57(1) of the *Community Charter* allows a Building Official to recommend that a notice be registered against the land title where a Building Official observes a condition with respect to land, building or other structure that is considered to contravene a Regional District Bylaw, Provincial regulation or any other enactment that relates to the construction or safety of buildings or other structures.

This report lists a property where a building or other structure is considered to be unsafe or is unlikely to be usable for its expected purpose, or where something was constructed that required a permit or inspections under a bylaw, regulation or enactment which have not been obtained or completed to the satisfaction of the Building Division.

Letters have been sent advising the registered owners that certain specific conditions exist regarding their property and requesting that building permits be obtained and completed in an effort to achieve voluntary compliance.

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

DISCUSSION

The property is non-compliant due to one or more of the following:

- permits applied for / or issued but no inspections scheduled
- construction has taken place without a valid permit.

1. 7975 Northwood Road

Lot 18, Block 3, District Lot 1330, Plan 11394, NWD, GRP 1

PID 009-073-761, Folio 746 03014.095

Electoral Area B

A building permit was issued April 12, 2018 for an addition to an auxiliary building. Several inspections were conducted and the permit has expired without final inspection approval. The SCRD Building Division is not aware of any safety issues at this time and recommends notice be placed on title.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Section 57(1) of the *Community Charter* allows for a notice to be registered against the land title where a Building Official considers a condition with respect to land, building or other structure contravenes a Regional District Bylaw, Provincial regulation or any other enactment. Information on record with the Building Division that is summarized above show that this property is in contravention. Staff recommend that Notice is registered on Title at the Land Title Office against the above noted property.

Reviewed by:			
Manager	X - A. Whittleton	Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 687.3

A bylaw to amend *Sunshine Coast Regional District Building Bylaw No. 687, 2014*

The Board of Directors of the Sunshine Coast Regional District in open meeting assembled, enacts the following:

1. This bylaw may be cited as *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020*.
2. *Sunshine Coast Regional District Building Bylaw No. 687, 2015* is hereby amended as follows:

- a) Add a new definition to section 1.2 as follows:

Energy Step Code means the system of energy performance requirements set out in Division B, Parts 9 and 10 of the Building Code.

- b) Insert a new section 17 and renumber the remaining sections accordingly:

Part 17 – ENERGY STEP CODE

- 17.1 The Regional District may reference and implement, in whole or in part, the British Columbia Energy Step Code in accordance with sections 17.2 and 17.3.
 - 17.2 A building regulated by Part 3 of the Building Code and containing residential, business and personal services or mercantile occupancies, as defined in the Building Code, shall be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.
 - 17.3 A building regulated by Part 9 of the Building Code and containing residential occupancies, as defined in the Building Code, shall be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.
3. This bylaw comes into force and effect on January 1, 2021.

READ A FIRST TIME this 22nd day of October, 2020

READ A SECOND TIME this 22nd day of October, 2020

READ A THIRD TIME this 22nd day of October, 2020

ADOPTED this day of

CORPORATE OFFICER

CHAIR