



SUNSHINE COAST REGIONAL DISTRICT

October 28, 2021

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

PRESENT*:

Chair	District of Sechelt	A. Toth
Directors	Electoral Area A	L. Lee
	Electoral Area B	L. Pratt
	Electoral Area D	A. Tize (in part)
	Electoral Area E	D. McMahon
	Electoral Area F	M. Hiltz
	District of Sechelt	D. Siegers
	Town of Gibsons	B. Beamish
	Sechelt Indian Government District	A. Paul (Alt.)

ALSO PRESENT*:

Chief Administrative Officer	D. McKinley
GM, Corporate Services / Chief Financial Officer	T. Perreault
GM, Planning and Community Development	I. Hall
Chief Building Official	A. Whittleton
Deputy Corporate Officer / Recorder	J. Hill
Media	0
Public	0

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

CALL TO ORDER 2:00 p.m.

Appointments **It was moved and seconded**

282/21 THAT Director Toth be appointed as the Chair for the October 28, 2021 Regular Board meeting;

AND THAT Director Hiltz be appointed as the Vice-Chair for the October 28, 2021 Regular Board meeting.

CARRIED

AGENDA It was moved and seconded

283/21 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes

It was moved and seconded

284/21

THAT the Regular Board meeting minutes of October 14, 2021 be adopted.

CARRIED**REPORTS**

Infrastructure

It was moved and seconded

285/21

THAT Infrastructure Services Committee recommendation Nos. 2, 3, 6 and 8-10 of October 14, 2021 be received, adopted and acted upon as follows:

Recommendation No. 2 *Drought Response Plan 2021 Summary*

THAT the report titled Drought Response Plan 2021 Summary be received for information.

Recommendation No. 3 *Summary of Wastewater Feasibility Study Report*

THAT the report titled Summary of Wastewater Feasibility Study Report be received for information.

Recommendation No. 6 *Islands Clean Up Community Check-In Engagement Summary*

THAT the report titled Islands Clean Up Community Check-In Engagement Summary be received for information;

AND THAT staff bring forward an Islands Clean Up – Hardy Island and Surrounding Islands budget proposal to the 2022 Budget Process for consideration.

Recommendation No. 8 *Water Supply Advisory Committee Minutes – September 13, 2021*

THAT the Water Supply Advisory Committee meeting minutes of September 13, 2021 be received for information.

Recommendation No. 9 *Solid Waste Management Plan Monitoring Advisory Committee Minutes – September 21, 2021*

THAT the Solid Waste Management Plan Monitoring Advisory Committee meeting minutes of September 21, 2021 be received for information.

285/21 cont. **Recommendation No. 10** *Correspondence Regarding Church Road Well Field Project*

THAT the correspondence from Alan Johnsrude of the Ministry of Forests, Lands and Natural Resource Operations and Rural Development dated September 8, 2021 regarding the Church Road Well Field Project be received for information.

CARRIED

Planning **It was moved and seconded**

286/21 THAT Planning and Community Services Committee recommendation Nos. 1-26 of October 21, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *Howe Sound/Atl'ka7tsem Marine Reference Guide*

THAT the delegation materials from Fiona Beaty, Project Director, Howe Sound/Atl'ka7tsem Marine Reference Guide be received for information.

Recommendation No. 2 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.11, 2019 and Zoning Amendment Bylaw No. 310.182, 2019*

THAT a Public Hearing to consider *Roberts Creek Official Community Plan Amendment Bylaw No. 641.11, 2019* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.182, 2019* be scheduled for a future date to be held in the SCRD Boardroom located at 1975 Field Road, Sechelt;

AND THAT the Public Hearing be conducted by means of electronic or other communication facilities to facilitate electronic participation for the Public Hearing as authorized by Section 465 of the *Local Government Act*;

AND FURTHER THAT Director Siegers be delegated as the Chair and Director Tize be delegated as the alternate Chair to conduct the Public Hearing.

Recommendation No. 3 *Telus Telecommunication Tower at Coast Gravity Park – Request for Local Government Concurrence (BC109146)*

THAT the report titled *Telus Telecommunication Tower at Coast Gravity Park – Request for Local Government Concurrence (BC109146)* be received for information;

Rescinded by
Resolution 294/21
at the November 4,
2021 Regular
Board Meeting.

*Official Community
Plan Amendment
Bylaw No. 641.11,
2019 and Zoning
Amendment Bylaw
No. 310.182, 2019
were abandoned.*

286/21 cont.

AND THAT the Sunshine Coast Regional District (SCRD) provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower at Coast Gravity Park (Site BC109146):

1. Telus has satisfactorily completed consultation with the SCRD; and
2. SCRD concurs with Telus's proposal to construct the wireless telecommunication facility provided it is constructed substantially in accordance with the submitted plans and Telus address any shíshálh Nation archaeological or environmental concerns.

Recommendation No. 4 *Application for Subdivision in the ALR – 2061 Twin Creeks Road*

THAT the report titled Application for Subdivision in the ALR – 2061 Twin Creeks Road be received for information;

AND THAT Application (ALC 58324, subdivision in the ALR, 2061 Twin Creeks Road) be supported subject to the following conditions:

1. The proposed driveway and bridge to provide access to Lot 2 be constructed in an area with frontage on Port Mellon Highway and deeded to Lot 2;
2. Arable portions of Lots 2 and 3 be prepared for agriculture to the satisfaction of the ALC;
3. Registration of a restrictive covenant in favour of the ALC on Lots 2 and 3 for the purpose of restricting residential uses to an area on each lot to be determined by the ALC;

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

Recommendation No. 5 *Development Permit DP000218 (969 Keith Road)*

THAT the report titled Development Permit DP000218 (969 Keith Road) be received for information;

AND THAT Development Permit Application DP000218 (Form and Character DPA), to permit the recent placement of two Quonset tents and to permit the proposed placement of two portable buildings, located at 996 Keith Road be issued subject to:

1. Site lighting shall be neutral in colour, downcast only, and with no orange lights permitted;

286/21 cont.

2. Only free-standing signs not exceeding a maximum height of 2.0 metres above grade and a side surface area not exceeding 3.0m² shall be permitted.

Recommendation No. 6 *Development Variance Permit DVP00075
(3-15200 Hallowell Road)*

THAT the report titled Development Variance Permit DVP00075 (3 - 15200 Hallowell Road) be received for information;

AND THAT Development Variance Permit Application DVP00075 be referred to the Electoral Area A (Egmont/Pender Harbour) Advisory Planning Commission.

Recommendation No. 7 *Development Variance Permit DVP00076
(9517 Brooks Lane)*

THAT the report titled Development Variance Permit DVP00076 (9517 Brooks Lane) be received for information;

AND THAT Development Variance Permit Application DVP00076 be referred to the Electoral Area B (Halfmoon Bay) Advisory Planning Commission.

Recommendation No. 8 *Frontage Waiver Application FRW00012
(1430 Bonniebrook Heights Road)*

THAT the report titled Frontage Waiver Application FRW00012 (1430 Bonniebrook Heights Road) be received for information;

AND THAT the required road frontage of a minimum 10% of the lot perimeter for proposed Lots 8, 9, 14 & 15 be waived in order to facilitate a proposed 15-lot subdivision of Lot D District Lot 909 Group 1 New Westminster District Plan LMP44578.

Recommendation No. 9 *Service Agreement with Town of Gibsons
for Building Inspection Services*

THAT the report titled Service Agreement with Town of Gibsons for Building Inspection Services be received for information;

AND THAT the Sunshine Coast Regional District enter into an agreement with the Town of Gibsons for Building Inspection Services for up to 5 years;

AND FURTHER THAT the delegated authorities be authorized to execute the proposed service agreement.

286/21 cont.

Recommendation No. 10 *Corporate Carbon Neutrality Framework*

THAT the report titled Corporate Carbon Neutrality Framework be received for information;

AND THAT the Corporate Carbon Neutrality Framework be endorsed;

AND THAT a Corporate Carbon Neutrality Plan that includes a timeline for achieving corporate carbon neutrality be developed in 2022;

AND FURTHER THAT existing policies and related documents be reviewed to identify alignment opportunities with Corporate Carbon Neutrality Framework.

Recommendation No. 11 *Online Accommodation Platform Funding-Approval for Affordable Housing Plan*

THAT the report titled Online Accommodation Platform Funding-Approval for Affordable Housing Plan be received for information;

AND THAT the SCRD's portion of the Online Accommodation Platform Funding through Destination BC and Sunshine Coast Tourism in the amount of \$86,001 be used toward a Regional Housing Coordinator through the Regional Planning Service [500];

AND FURTHER THAT the 2021 – 2025 Financial Plan Bylaw be amended accordingly.

Recommendation No. 12 *Planning and Development Department 2021 Q3 Report*

THAT the report titled Planning and Development Department 2021 Q3 Report be received for information.

Recommendation No. 13 *Community Services Department 2021 Q3 Report*

THAT the report titled Community Services Department 2021 Q3 Report be received for information.

Recommendation No. 14 *New ActiveNet Software Contract*

THAT the report titled New ActiveNet Software Contract be received for information;

AND THAT the Contract with ActiveNet Software for recreation programming software be renewed for a three-year term in the amount of \$169,578 (\$56,526 annually);

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

286/21 cont.

Recommendation No. 15 *2021 Community Recreation Facilities
Capital Funding Review*

THAT the report titled 2021 Community Recreation Facilities Capital Funding Review be received for information;

AND THAT the 2022 contribution to Community Recreation [615] Capital Renewal be reinstated to \$770,198 and increased by 2% annually;

AND THAT for 2022, the Gibsons and Area Community Centre's Brine Chiller and Condenser project in the amount of \$917,600 be funded through Municipal Finance Authority (MFA) 5-Year Equipment Finance Loan;

AND THAT a loan of up to \$917,600 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the Gibsons Arena and Community Centre's Brine Chiller and Condenser project;

AND FURTHER THAT the draft 2022-2026 Financial Plan be amended as detailed in Table 3.

Recommendation No. 16 *2022 Community Recreation Facilities
Capital Funding Review*

THAT the annual Recreation Facilities Capital Renewal Funding Plan Review report be brought forward to a future July Standing Committee meeting for information and direction prior to the 2023 - 2027 Financial Planning process.

Recommendation No. 17 *Recreation Facility Lifecycle Assessment
Report Summary*

THAT the report titled Recreation Facility Lifecycle Assessment Report Summary be received for information.

Recommendation No. 18 *Tyner Park/Lily Lake Storybook Walk
Interpretive Signage Project*

THAT the report titled Tyner Park/Lily Lake Storybook Walk Interpretive Signage Project be received for information;

AND THAT the SCRD support the Pender Harbour Rotary in proceeding with the Storybook Walk Interpretive Signage Project, provided that they:

1. Adhere to any conditions on the project outlined by shíshálh Nation;

286/21 cont.

2. Acquire all necessary funding, permits, inspections, and insurance as well as adhere to all applicable building codes, municipal and provincial legislation;
3. Enter into a Construction Agreement and Stewardship/Operating Agreement;

AND FURTHER THAT the delegated authorities be authorized to enter into a Construction Agreement and Stewardship/Operating Agreement with the Pender Harbour Rotary.

Recommendation No. 19 *Madeira Park Ranger Station Reading Centre Mobility Ramp Project*

THAT the report titled Madeira Park Ranger Station Reading Centre Mobility Ramp Project be received for information;

AND THAT the SCRD support the Pender Harbour Rotary Club and the Pender Harbour Reading Centre in proceeding with the mobility ramp project proposal, provided that they:

1. Adhere to any conditions on the project outlined by shíshálh Nation;
2. Acquire all necessary funding, permits, inspections, and insurance as well as adhere to all applicable building codes, municipal and provincial legislation;
3. Enter into a Construction Agreement;

AND FURTHER THAT the delegated authorities be authorized to enter into a Construction Agreement with the Pender Harbour Rotary Club and the Pender Harbour Reading Centre.

Recommendation No. 20 *Portable Toilet Services Contract Update*

THAT the report titled Portable Toilet Services Contract Update be received for information;

AND THAT the contract with Star-Tek Industrial Services Ltd. for portable toilet services be increased to up to \$145,404 (excluding GST);

AND THAT the contract with Star-Tek Industrial Services Ltd. be extended to September 2023 for a value of up to \$50,342 including servicing contingency;

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

286/21 cont.

Recommendation No. 21 *Halfmoon Bay (Area B) APC Meeting Minutes of September 28, 2021*

THAT the Halfmoon Bay (Area B) Advisory Planning Commission meeting minutes of September 28, 2021 be received for information.

Recommendation No. 22 *Elphinstone (Area E) APC Meeting Minutes of September 29, 2021*

THAT the Elphinstone (Area E) Advisory Planning Commission meeting minutes of September 29, 2021 be received for information.

Recommendation No. 23 *West Howe Sound (Area F) APC Meeting Minutes of September 28, 2021*

THAT the West Howe Sound (Area F) Advisory Planning Commission meeting minutes of September 28, 2021 be received for information.

Recommendation No. 24 *Correspondence from Attorney General and Minister Responsible for Housing regarding Climate Action in Buildings*

THAT the correspondence from David Eby, Attorney General and Minister Responsible for Housing, Province of British Columbia, dated September 14, 2021 regarding SCRD letter of April 22, 2021 regarding climate action in buildings be received for information.

Recommendation No. 25 *Correspondence from Town of Gibsons regarding funding contribution for a fire protection system at the Sechelt Aquatic Centre*

THAT the correspondence from Rebecca Anderson, Director of Corporate and Legislative Services and Corporate Officer, Town of Gibsons, dated September 16, 2021 regarding Town of Gibsons funding contribution for a fire protection system at the Sechelt Aquatic Centre be received for information.

Recommendation No. 26 *Correspondence from Ministry of FLNRORD and shíshálh Nation Regarding Shared Decision Making (SDM) Process for Private and Commercial Moorage*

THAT the correspondence from Kevin Haberl, Director, Authorizations, South Coast Regional Operations Division, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and Jasmine Paul, Stewardship and Territorial Land Manager Division Manager, shíshálh Nation, dated September 27, 2021 regarding website launch on October 1, 2021 for the Shared Decision Making (SDM) process for private and commercial moorage be received for information;

- 286/21 cont. AND THAT a response letter be sent to Ministry of Forests, Lands, Natural Resource Operations and Rural Development and shíshálh Nation from the SCRD Board stressing that the quarterly meetings can not be considered as consultation;
- AND THAT SCRD continues to ask for effective consultation with residents and the SCRD, including a seat for the SCRD at various Foundation Agreement tables;
- AND FURTHER THAT SCRD encourages consultation to continue with the Pender Harbour Area Residents Association (PHARA) to address resolution to two major concerns earlier expressed to the SCRD Board as follows:
- a. Concerns related to float buoyancy, stability and light transmission;
 - b. Environmental reports and studies that do not provide any information justifying the use of zones for dock management.

CARRIED

Corporate **It was moved and seconded**

287/21 THAT Corporate and Administrative Services Committee recommendation No. 11 of October 28, 2021 be received, adopted and acted upon as follows:

Recommendation No. 11 *Church Road Well Field Project – Update*

THAT the report titled Church Road Well Field Project – Update be received for information;

AND THAT the contract with Associated Environmental Consultants Inc. for the Groundwater Investigation – Phase 4A be increased by \$50,000 to up to \$912,157 (excluding GST);

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

AND FURTHER THAT should the water license for Church Road Well Field Project not be issued, that the expenses to date be funded through operational reserves.

CARRIED

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

288/21 THAT the report titled Placement of Notice on Title be received for information;

288/21 cont. 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 8, Block 6, District Lot 692, Plan 3633, PID 005-742-757, Folio 746.00509.000.

CARRIED

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

289/21 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 Block 6, District Lot 4284, Plan 7456, PID 010-607-714, Folio 746.06267.000.

CARRIED

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

290/21 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 12, Block 7, District Lot 1317, Plan 7188, PID 010-708-731, Folio 746.02377.000.

CARRIED

Board Advocacy **It was moved and seconded**

291/21 THAT the report titled SCRD Board Advocacy be received for information.

CARRIED

Director Pratt provided a verbal report on the topic of Board Advocacy.

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

Director Tize left the meeting at 3:04 p.m.

ADJOURNMENT **It was moved and seconded**

292/21 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:11 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair