



SUNSHINE COAST REGIONAL DISTRICT



**REGULAR BOARD MEETING
TO BE HELD ELECTRONICALLY AND TRANSMITTED VIA
THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT
OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.**

THURSDAY, MARCH 24, 2022

AGENDA

CALL TO ORDER 2:00 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of March 10, 2022

Annex A
Pages 1 – 6

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Infrastructure Services Committee recommendation Nos. 1-4 and 6-10 of March 10, 2022 (*recommendation Nos. 5, 11 and 12 previously adopted*)
Annex B
pp 7 - 11
4. Planning and Development Committee recommendation Nos. 1-9 of March 17, 2022
Annex C
pp 12 - 14
5. Placement of Notice on Title – Chief Building Official
Annex D
pp 15 - 16
6. Office of the CAO Monthly Report
Verbal

COMMUNICATIONS

MOTIONS

BYLAWS

7. *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.40, 2022*
– **adoption**
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6)
Annex E
pp 17 - 23

8. *Egmont and District Fire Protection Service Amendment Bylaw No. 1056.1, 2021*
– adoption
(Voting – All Directors – 1 vote each)

Annex F
p 24

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

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

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to April 1, 2022)

Advisory Planning Commission (Area D) - CANCELLED	March 21 at 7:00 pm
Advisory Planning Commission (Area B)	March 22 at 7:00 pm
Advisory Planning Commission (Area F) - CANCELLED	March 22 at 7:00 pm
Advisory Planning Commission (Area E) - CANCELLED	March 23 at 7:00 pm
Corporate and Administrative Services Committee	March 24 at 9:30 am
Sunshine Coast Regional Hospital District	March 24 at 1:00 pm
Regular Board	March 24 at 2:00 pm
Advisory Planning Commission (Area A) - CANCELLED	March 30 at 7:00 pm

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

Public Hearing – West Howe Sound OCP Amendment Bylaw No. 640.5 and Zoning Amendment Bylaw No. 310.194 (2061 Twin Creeks Road) to facilitate the development of a mobile home park and redevelop the existing commercial buildings on the RV park property for expanded commercial uses, on two adjoining parcels (Part 1 and Part 2)	March 29 at 7:00 pm
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Please note: Meeting dates are current as of print date (March 18, 2022).



SUNSHINE COAST REGIONAL DISTRICT

March 10, 2022

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	D. Siegers
	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	A. Toth
		Town of Gibsons	B. Beamish
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley (in part)
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Senior Manager, Human Resources		G. Parker (in part)
	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 2:02 p.m.

AGENDA **It was moved and seconded**

066/22 THAT the agenda for the meeting be adopted as amended by adding the following item under New Business:

- Stormwater.

CARRIED

MINUTES

Minutes

It was moved and seconded

067/22

THAT the Regular Board meeting minutes of February 24, 2022 be adopted.

CARRIED**REPORTS**Parcel Tax Roll
Review**It was moved and seconded**

068/22

THAT Parcel Tax Roll Review Panel minutes of February 24, 2022 be received for information.

CARRIED

Corporate

It was moved and seconded

069/22

THAT Corporate and Administrative Services Committee recommendation Nos. 1 and 2 of February 24, 2022 be received, adopted and acted upon as follows:

Recommendation No. 1 *Updated Director Roles and Responsibilities*

THAT the report titled Updated Director Roles and Responsibilities be received for information;

AND THAT the Updated Director Roles and Responsibilities be approved as amended, as follows:

- Board Chair Role Summary “Chief Executive Officer” replaces “Chief Elected Officer”;
- All Professional Development Sections: “Attend relevant forums / conference, as appropriate, to ensure...”;
- Municipal Director Role Summary “The Municipal Director is appointed by their Council to represent a member municipality...;
- Municipal Director Responsibilities “o) Regularly reports to the Regional District Board on municipal matters and to the municipal council on Regional District matters”;
- Municipal Director – Time Commitment and Available: “...equivalent time commitment of a part time job, and in conjunction with municipal responsibilities may involve activities that approximate or exceed a full-time position.”.

069/22 cont. **Recommendation No. 2** *Contract Award for Sunshine Coast Regional District Website Redesign*

THAT the report titled Contract Award for Sunshine Coast Regional District (SCRD) Website Redesign be received for information;

AND THAT a contract for the redesign of the SCRD Website be awarded to KIMBO Designs Inc. in the amount of up to \$112,300 (excluding GST);

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

CARRIED

Infrastructure **It was moved and seconded**

070/22 THAT Infrastructure Services Committee recommendation Nos. 5, 11 and 12 of March 10, 2022 be received, adopted and acted upon as follows:

Recommendation No. 5 *BC Engagement on a Proposed Watershed Security Strategy and Fund*

THAT the report titled BC Engagement on a Proposed Watershed Security Strategy and Fund be received for information;

AND THAT the SCRD submit feedback on the BC Watershed Security Strategy and Fund Discussion Paper as included in Attachment A of the staff report titled BC Engagement on a Proposed Watershed Security Strategy and Fund.

Recommendation No. 11 *Vehicle Purchases: RFP 2111604 Award Recommendation*

THAT the report titled Vehicle Purchases: RFP 2111604 Award Recommendation be received for information;

AND THAT a contract for the purchase of two vehicles be awarded to South Coast Ford Sales in the amount up to \$86,215 (excluding GST);

AND THAT the contract for the purchase of three vehicles be awarded to Commercial Truck Equipment Co. in the amount up to \$274,937 (excluding GST);

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

AND THAT the project budget of \$84,824 for the South Pender Harbour Water Service Area vehicle purchase, approved through Board Resolution No. 046/21, be funded from Municipal Finance Authority (MFA) short term loan;

070/22 cont.

AND THAT a loan of up to \$84,824 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of the vehicle;

AND THAT the project budget of \$238,245 for Regional Water Service Area vehicle purchases, approved through Board Resolutions No. 004/20, No. 381/20 and No. 046/21, be funded from Municipal Finance Authority (MFA) short term loan;

AND FURTHER THAT a loan up to \$238,245 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403 (1) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of the vehicles.

Recommendation No. 12 *Connected Coast Internet Connectivity Opportunity*

THAT the report titled Connected Coast Internet Connectivity Opportunity be received for information;

AND THAT the Sunshine Coast Regional District support the Connected Coast project in principle;

AND THAT the Sunshine Coast Regional District approve the 10% contribution in principle toward the Connected Coast Internet Connectivity Opportunity to be funded through Electoral Area Community Works Gas Tax Funds (up to \$45,278 from area A to support Earl's Cove/Egmont and up to \$314,429 from area F to support Gambier and Keats islands);

AND THAT staff continue to work with project partners and the residents from Earls Cove/Egmont, Keats Island and Gambier Island to determine desire for project participation;

AND FURTHER THAT a report be brought back to a Corporate and Administrative Service Committee in Q2 of 2022 with an update on community interest and detailed project plan in coordination with the 2023-2027 Financial Planning process.

CARRIED

Appointments

It was moved and seconded

071/22

THAT the report titled Joint Use Steering Committee Appointment be received for information;

AND THAT Director Toth be appointed as the third Director to the Joint Use Steering Committee per the revised Joint Use Steering Committee Terms of Reference.

CARRIED

BYLAWS

Bylaw 422.40 **It was moved and seconded**

072/22 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.40, 2022* be read a first time.

CARRIED

Bylaw 422.40 **It was moved and seconded**

073/22 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.40, 2022* be read a second time.

CARRIED

Bylaw 422.40 **It was moved and seconded**

074/22 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.40, 2022* be read a third time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

The Board discussed challenges with respect to managing stormwater run-off, washouts and overland flooding issues on the Sunshine Coast, including various causes and potential next steps.

Stormwater **It was moved and seconded**

075/22 THAT stormwater management processes which lie within the SCRD's legislative authority be considered in the scope of the 2022 development approvals process review;

AND THAT the Planning Enhancement Project, approved as part of the 2022 annual budget, incorporate stormwater management strategies to promote climate resilience, ecological integrity, reduce damage to property and infrastructure, and manage risks to SCRD services;

AND THAT staff contact the Province to determine which provincial ministry is the lead agency for dealing with stormwater risk mitigation, and what programs they have available to assist us;

AND THAT staff work with the Town of Gibsons, District of Sechelt, and the Sechelt Indian Government District on boundary interface issues related to stormwater management;

075/22 cont. AND FURTHER THAT this resolution be brought forward to a future meeting for consideration as a potential resolution submission to the 2022 UBCM annual convention.

CARRIED

The Board moved In Camera at 2:58 p.m.

IN CAMERA It was moved and seconded

076/22 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 3:19 p.m.

ADJOURNMENT It was moved and seconded

077/22 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:19 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE**

March 10, 2022

RECOMMENDATIONS FROM THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD ELECTRONICALLY AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD
ROAD, SECHELT, B.C.

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
		Sechelt Indian Government District	A. Paul
		Town of Gibsons	B. Beamish
		District of Sechelt	A. Toth
		District of Sechelt	D. Siegers
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	General Manager, Infrastructure Services		R. Rosenboom
	General Manager, Community Services		S. Gagnon (part)
	Manager, Capital Projects		S. Misiurak (part)
	Manager, Utility Services		S. Walkey (part)
	Manager, Strategic Initiatives		M. Edbrooke (part)
	Capital Projects Senior Coordinator		T. Rutley (part)
	Recording Secretary		L. Mosimann
	Media		0
	Public		4

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

PRESENTATIONS and DELEGATIONS

Rebecca Mersereau of Econics addressed the Committee regarding the Business Case for a Watershed Protection Service.

REPORTS

Recommendation No. 1 *Watershed Service Feasibility Study*

The Infrastructure Services Committee recommended that the report titled Watershed Service Feasibility Study be received for information.

Recommendation No. 2 *Watershed Service Feasibility Study*

The Infrastructure Services Committee recommended that the SCRD forward the Business Case for a Watershed Protection Service to the District of Sechelt, Town of Gibsons, Sechelt Indian Government District, shíshálh Nation, and Skwxú7mesh Úxwumixw for comment.

Recommendation No. 3 *Watershed Service Feasibility Study*

The Infrastructure Services Committee recommended that Option 2 as presented in the Business Case for a Watershed Protection Service, dated March 2022, to increase service levels within existing SCRD services, be explored and incorporated into future public engagement.

Director Beamish opposed

Recommendation No. 4 *Watershed Service Feasibility Study*

The Infrastructure Services Committee recommended that the remaining project budget for the Watershed Service Feasibility Study be transferred to [150] Regional Feasibility Studies Operating Reserves.

Director Beamish opposed

Recommendation No. 5 *BC Engagement on a Proposed Watershed Security Strategy and Fund*

The Infrastructure Services Committee recommended that the report titled BC Engagement on a Proposed Watershed Security Strategy and Fund be received for information;

AND THAT the SCRD submit a response to the BC Watershed Security Strategy and Fund Discussion Paper to the Water Protection and Sustainability Branch of the Ministry of Environment and Climate Change Strategy as included in Attachment A;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of March 10, 2022.

The Committee recessed at 11:05 a.m. and reconvened at 11:14 a.m.

Recommendation No. 6 *SCRD's Approach to Archaeology Assessments*

The Infrastructure Services Committee recommended that the report titled SCRD's Approach to Archaeology Assessments be received for information;

AND THAT the SCRD apply for a Multi-Use Assessment Permit under the *Heritage Conservation Act* for all common ground disturbing work undertaken by the SCRD within the shíshálh Nation swiya and Skwxú7mesh Úxwumixw traditional territory Te'mexw Treaty Association, Hul'qumi'num Nations, Snuneymuxw Territory, səliłwətał (Tsleil-Waututh Nation), xʷməθkʷəy̓ əm (Musqueam Nation);

AND THAT staff update communication materials that pertain to archaeology assessments by Q3 2022;

AND FURTHER THAT to protect heritage resources and our commitment to reconciliation, staff develop a heritage policy for the Board's consideration considering the Heritage protocol with the shishálh Nation and the heritage policies of the shishálh Nation and the Sk̓wx̓wú7mesh Nation.

Recommendation No. 7 *Church Road Well Field Project Construction - Update*

The Infrastructure Services Committee recommended that the report titled Church Road Well Field Project Construction - Update be received for information.

Recommendation No. 8 *Church Road Water Treatment Plant Electrical Power Supply Upgrades*

The Infrastructure Services Committee recommended that the report titled Church Road Water Treatment Plant Electrical Power Supply Upgrades be received for information;

AND THAT the delegated authorities be authorized to execute the contract and payment with BC Hydro for the Church Road Water Treatment Plant power upgrades in the amount of \$175,435.

Recommendation No. 9 *Chapman Creek Water Treatment Plant On-site Hypochlorite Generation Project – Contract Amendment No. 2*

The Infrastructure Services Committee recommended that the report titled Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project - Contract Amendment No. 2 be received for information;

AND THAT the contract with CHB Services Ltd. be amended with an increase of \$100,000, to a total of \$1,718,820 (excluding GST);

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

AND FURTHER THAT a 2023 Budget Proposal be brought forward for the chlorination system decommissioning project.

Recommendation No. 10 *Green Waste Processing Contract Updates*

The Infrastructure Services Committee recommended that the report titled Green Waste Processing Contract Updates be received for information;

AND THAT the contract with Salish Environmental Group Inc. for green waste processing services be extended for an additional two (2) year period to December 31, 2024;

AND THAT the contract with Salish Environmental Group Inc. be increased by \$785,100 to \$1,484,400 (not including GST);

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

AND FURTHER THAT a 2023 Budget Proposal be brought forward for overall funding options for the Green Waste Program.

Recommendation No. 11 *Vehicle Purchases: RFP 2111604 Award Recommendation*

The Infrastructure Services Committee recommended that the report titled Vehicle Purchases: RFP 2111604 Award Recommendation be received for information;

AND THAT a contract for the purchase of two vehicles be awarded to South Coast Ford Sales in the amount up to \$86,215 (excluding GST);

AND THAT the contract for the purchase of three vehicles be awarded to Commercial Truck Equipment Co. in the amount up to \$274,937 (excluding GST);

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

AND THAT the project budget of \$84,824 for the South Pender Harbour Water Service Area vehicle purchase, approved through Board Resolution No. 046/21, be funded from Municipal Finance Authority (MFA) short term loan;

AND THAT a loan of up to \$84,824 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1) of the Local Government Act (Liabilities Under Agreement) to fund the purchase of the vehicle;

AND THAT the project budget of \$238,245 for Regional Water Service Area vehicle purchases, approved through Board Resolutions No. 004/20, No. 381/20 and No. 046/21, be funded from Municipal Finance Authority (MFA) short term loan;

AND THAT a loan up to \$238,245 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403 (1) of the Local Government Act (Liabilities Under Agreement) to fund the purchase of the vehicles;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of March 10, 2022.

Recommendation No. 12 *Connected Coast Internet Connectivity Opportunity*

The Infrastructure Services Committee recommended that the report titled Connected Coast Internet Connectivity Opportunity be received for information;

AND THAT the Sunshine Coast Regional District support the Connected Coast project in principle;

AND THAT the Sunshine Coast Regional District approve the 10% contribution in principle toward the Connected Coast Internet Connectivity Opportunity to be funded through Electoral Area Community Works Gas Tax Funds (up to \$45,278 from area A to support Earl's Cove/Egmont and up to \$314,429 from area F to support Gambier and Keats islands);

AND THAT staff continue to work with project partners and the residents from Earls Cove/Egmont, Keats Island and Gambier Island to determine desire for project participation;

AND FURTHER THAT a report be brought back to a Corporate and Administrative Service Committee meeting in Q2 of 2022 with an update on community interest and detailed project plan in coordination with the 2023-2027 Financial Planning process.

IN-CAMERA

The Committee moved In-Camera at 12:10 p.m.

Section 90 (1) (k) and (2) (b) of the *Community Charter* – “negotiations and related discussion 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”.

The Committee moved out of In-Camera at 12:29 p.m.

ADJOURNMENT 12:29 p.m.

Committee Chair

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

March 17, 2022

RECOMMENDATIONS FROM THE PLANNING AND DEVELOPMENT COMMITTEE MEETING
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
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		Town of Gibsons	D. Croal (Alt.)
		Sechelt Indian Government District	A. Paul
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	General Manager, Planning and Development		I. Hall
	General Manager, Community Services		S. Gagnon (part)
	Manager, Planning and Development		J. Jackson
	Senior Planner		J. Clark (part)
	Planner		N. Copes (part)
	Manager, Protective Services		M. Treit (part)
	Manager, Parks Services		K. Clarkson (part)
	Parks Planning and Comm. Dev. Coordinator		S. Adams (part)
	Manager, Purchasing		V. Cropp (part)
	Recording Secretary/Administrative Assistant		A. O'Brien
	Public		13 +/- (part)
	Media		0

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented

DELEGATIONS

Marc McAdam, ECC Manager Operations and Stephen Thatcher, Vice President Operations, E-Comm 911 presented to the Committee regarding E-Comm Next Generation 911 Update.

Recommendation No. 1 E-Comm 911 Delegation

The Planning and Development Committee recommended that the presentation provided by E-Comm 911 be received for information.

REPORTS**Recommendation No. 2** *Roberts Creek Official Community Plan Amendment Bylaw No. 641.13, 2021*

The Planning and Development Committee recommended that the report titled Roberts Creek Official Community Plan Amendment Bylaw 641.13, 2021 (1220 Lockyer Road) – Consideration of Second Reading be received for information;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.13, 2021* be forwarded to the Board for Second Reading;

AND FURTHER THAT the consistency of *Roberts Creek Official Community Plan Amendment Bylaw No. 641.13, 2021* with the SCRD 2022 - 2026 Financial Plan and 2011 Solid Waste Management Plan be considered and reported to the Board.

Director Tize and McMahon opposed.

The Committee recessed at 11:00 a.m. and reconvened at 11:10 a.m.

Recommendation No. 3 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.193, 2021*

The Planning and Development Committee recommended that the report titled Zoning Amendment Bylaw No. 310.193, 2021 (1090 Reed Road) Consideration of Third Reading and Adoption be received;

AND THAT the Public Hearing date be corrected to read as February 8, 2022 in the citation of *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.193, 2021*;

AND FURTHER THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.193, 2021* be forwarded to the Board for Third Reading and Adoption.

Recommendation No. 4 *Sarah Wray Hall Sublease Agreement Renewal with the Pender Harbour Living Heritage Society*

The Planning and Development Committee recommended that the report titled Sarah Wray Hall Sublease Agreement Renewal with the Pender Harbour Living Heritage Society be received for information;

AND THAT the SCRD renew the Sublease Agreement for a period of 5 years;

AND FURTHER THAT the delegated authorities be authorized to sign the extension of the Sublease Agreement with the Pender Harbour Living Heritage Society.

Recommendation No. 5 *RFP 2261301 Parks Operator for Katherine Lake Campground, Dan Bosch Park & Ruby Lake Boat Launch*

The Planning and Development Committee recommended that the report titled RFP 2261301 Award Report – Parks Operator for Katherine Lake Campground, Dan Bosch Park & Ruby Lake Boat Launch be received for information;

AND THAT the contract for Parks Operator be awarded to Swens Contracting Ltd. for up to a five-year term and a contract maximum of \$334,343 (excluding GST);

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

Recommendation No. 6 *Halfmoon Bay APC Meeting Minutes of February 22, 2022*

The Planning and Development Committee recommended that the Halfmoon Bay Advisory Planning Commission meeting minutes of February 22, 2022 be received for information.

Recommendation No. 7 *Roberts Creek APC Meeting Minutes of February 28, 2022*

The Planning and Development Committee recommended that the Roberts Creek Advisory Planning Commission meeting minutes of February 28, 2022 be received for information.

COMMUNICATIONS

Recommendation No. 8 *Correspondence from BC Association of Farmers' Markets*

The Planning and Development Committee recommended that the correspondence from BC Association of Farmers' Markets dated February 11, 2022 regarding Letter of Support for the Farmers' Market Nutrition Coupon Program be received for information;

AND THAT a letter of support for the Farmers' Market Nutrition Coupon Program be sent to the BC Ministry of Health.

Recommendation No. 9 *Correspondence from Sunshine Coast Affordable Housing Society*

The Planning and Development Committee recommended that the correspondence from Sunshine Coast Affordable Housing Society, dated February 25, 2022 regarding Invitation for SCRD Representative for Intergovernmental Liaison Group be received for information;

AND THAT Director McMahon and Director Pratt be appointed as the SCRD co-representatives for the Sunshine Coast Affordable Housing Society's Intergovernmental Liaison Group.

The Committee recessed at 11:39 a.m. and reconvened at 11:41 a.m.

IN CAMERA

The Committee moved In Camera at 11:41 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 11:46 a.m.

ADJOURNMENT 11:46 a.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – March 24, 2022

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 for information;

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 19, Block 14, District Lot 909, Plan 32628, PID 027-226-743, Folio 746.01332.085.

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 requires 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 notified the registered owners of the property listed in this report by one or more of the following methods: registered letter, hand delivery, email or regular mail. 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

This 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.

**112 14th Street
Lot 19, Block 14, District Lot 909, Plan 32628, Group 1, NWD
PID 027-226-743
Folio 746.01332.085
Electoral Area E**

A building permit was issued November 10, 2017 to construct a foundation and move on a mobile home and to construct an attached garage. Several inspections were conducted but 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		Other	

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422.40

A bylaw to amend Sunshine Coast Regional District
Revised Water Rates and Regulations Bylaw No. 422, 1995

The Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.40, 2022*.
2. *Sunshine Coast Regional District Revised Water Rates and Regulations Bylaw No. 422, 1995* is hereby amended as follows:
 - a) Delete the definition in Section 1 of “Micro-irrigation or Drip-irrigation system” in its entirety and replace with a new definition for “Drip-irrigation system” as follows:

“Drip-irrigation system” means an irrigation system that operates at a pressure less than 138 kPa (20 psi) and delivers water directly to the plant root zone through individual emission points or emitters using droplets of water where the emitters use less than 7.6 litres per hour and excludes sprinkler irrigation systems, micro-spray systems, misting systems, weeper hoses, and soaker hoses.
 - b) Delete the definition in Section 1 of “Notice” in its entirety and replace with a revised definition for “Notice” as follows:

“Notice” means the announcement given under Section 19.6 of this bylaw.
 - c) Delete the definition in Section 1 of “Sprinkling” in its entirety and replace with a new definition for “Sprinkler” as follows:

“Sprinkler” means the application or distribution of water on gardens, lawns or grounds by sprinkling or spraying, including sprinkler irrigation systems, micro-spray systems, misting systems, weeper hoses, and soaker hoses, but excludes hand watering or drip-irrigation.
 - d) Delete Sections 19.7 and 19.8 in their entirety.
 - e) Renumber Section 19.9 as Section 19.7.
 - f) Delete Section 9 “Temporary Lawn Watering Permit” in Schedule “B” its entirety.
 - g) Delete Section 7 “Temporary Lawn Watering Permit” in Schedule “D” its entirety.
 - h) Delete Section 6 “Temporary Lawn Watering Permit” in Schedule “E” its entirety.
 - i) Delete Schedule “J” in its entirety and replace with the revised Schedule “J” attached hereto.

READ A FIRST TIME	this	10 th	day of	March, 2022
READ A SECOND TIME	this	10 th	day of	March, 2022
READ A THIRD TIME	this	10 th	day of	March, 2022
ADOPTED	this	24 th	day of	March, 2022

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

SCHEDULE “J”

Water Conservation Stages

1.0 STAGE 1 - Water Supply Conditions: “Normal”

1.1 During Stage 1 a person may:

- (a) use a sprinkler to water trees, shrubs, flowers or food producing plants and trees only during the following scheduled times:
 - i. on a property with an even numbered address on Tuesday, Thursday and Sunday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm; and
 - ii. on a property with an odd numbered address on Monday, Wednesday and Saturday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm;
- (b) use a sprinkler to water lawns only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday from 7:00 am to 8:00 am; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday from 7:00 a.m. to 8:00 a.m.;
- (c) at any time water lawns, trees, shrubs, flowers, and food producing plants and trees by hose equipped with a spray-trigger nozzle, hand-held container, or drip-irrigation;
- (d) at any time use water to wash a vehicle or boat, but must use a hand-held hose equipped with a spray-trigger nozzle or pressure washer, or hand-held container; or commercial car wash;
- (e) at any time use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, but must use a hose equipped with a spray-trigger nozzle, a pressure washer, or hand-held container; and
- (f) at any time use water to fill a swimming pool, spa, garden pond, or decorative fountain.

1.2 During Stage 1, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 1.1.
- (b) Commercial food producing farms paying a metered rate for water are exempt from Stage 1 restrictions.

Schedule “J” continued

2.0 STAGE 2 - Water Supply Conditions: “Moderate”

2.1 During Stage 2, a person may:

- (a) use a sprinkler to water trees, shrubs and flowers only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday between the hours of 7:00 am and 9:00 am; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday between the hours of 7:00 am and 9:00 am;
- (b) use hand watering or drip-irrigation to water trees, shrubs and flowers only during the following scheduled times: between the hours of 7:00 am and 9:00 am; and 7:00 pm and 9:00 pm any day of the week;
- (c) use a sprinkler to water food producing plants and trees only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm;
- (d) at any time water food producing plants and trees by hand-held hose equipped with a spray-trigger nozzle, hand-held container, or drip-irrigation;
- (e) not water lawns, including newly seeded or sodded lawns;
- (f) at any time use water to wash a vehicle or boat, but must use a hand-held hose equipped with a spray-trigger nozzle or pressure washer, or a hand-held container, or commercial car wash;
- (g) not use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required for health and safety reasons; and
- (h) at any time use water to fill a swimming pool, spa, garden pond, or decorative fountain.

Schedule “J” continued

2.2 During Stage 2, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 2.1.
- (b) Commercial food producing farms paying a metered rate for water are exempt from Stage 2 restrictions.

Schedule “J” continued

3.0 STAGE 3 - Water Supply Conditions: “Acute”

3.1 During Stage 3, a person may:

- (a) use a hose equipped with a spray-trigger nozzle, a hand-held container, or drip-irrigation system to water:
 - i. trees, shrubs, and flowers only between the hours of 7:00 am and 8:00 am or 7:00 pm and 8:00 pm any day of the week;
 - ii. food producing plants and trees between the hours of 7:00 am and 8:00 am and 7:00 pm and 8:00 pm any day of the week;
- (b) not water lawns, including newly seeded or sodded lawns;
- (c) not use a sprinkler to water trees, shrubs, flowers or food producing plants and trees, at any time;
- (d) not use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, unless required for health and safety reasons;
- (e) not use water to wash a vehicle, boat or equipment except to wash salt water from a vehicle, boat or equipment or if part of a non-cosmetic commercial process legally required by a third party; and
- (f) not use water to fill a swimming pool, spa, garden pond, or decorative fountain.

3.2 During Stage 3, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 3.1.
- (b) Commercial food producing farms paying a metered rate for water are exempt from Stage 3 restrictions.
- (c) For certainty, essential water for livestock is exempt from Stage 3 restrictions.

Schedule “J” continued

- 4.0 **STAGE 4** - Water Supply Conditions: “Severe”
- 4.1 During Stage 4, all outdoor water use is banned (including greenhouses), unless required to comply with health and safety reasons. Main line water pressures will also be reduced where possible.
- 4.2 For certainty, essential water for livestock is exempt from Stage 4 restrictions.
- 4.3 Despite section 4.1 above, where land is classified as farm land for taxation purposes under the *British Columbia Assessment Authority Act*, and is paying a metered rate for water, those farms will be exempt from Stage 4 water restrictions, for a two-week period, commencing from the first date of Stage 4 regulations.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO 1056.1

A bylaw to amend the Egmont and District Fire Protection service within
a portion of the Electoral Area of Egmont / Pender Harbour

WHEREAS the Board of the Sunshine Coast Regional District established a service for the purpose of providing a Fire Protection District within a portion of the Electoral Area of Egmont / Pender Harbour;

AND WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Egmont and District Fire Protection Service Establishing Bylaw No. 1056, 2004* in order to increase the maximum amount that may be requisitioned for this service;

AND WHEREAS consent on behalf of the electors in the participating areas has been given in writing by the Director for the Electoral Area of Egmont / Pender Harbour in accordance with the *Local Government Act*;

NOW THEREFORE the Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited for all purposes as the *Egmont and District Fire Protection Service Establishing Amendment Bylaw No. 1056.1, 2021*.
2. *Egmont and District Fire Protection Service Establishing Bylaw No. 1056, 2004* is hereby amended by deleting Section 6 in its entirety and replacing with a new Section 6 as follows:
 6. In accordance with Section 339(1)(e) of the *Local Government Act*, the maximum annual amount that may be requisitioned for the cost of the Service is a property value tax rate of \$1.42/\$1000 of net taxable value of land and improvements in the Service Area.

READ A FIRST TIME	this	9 th	day of	December, 2021
READ A SECOND TIME	this	9 th	day of	December, 2021
READ A THIRD TIME	this	9 th	day of	December, 2021
APPROVED BY THE INSPECTOR OF MUNICIPALITIES	this	24 th	day of	February, 2022
ADOPTED	this	24 th	day of	March, 2022

CORPORATE OFFICER

CHAIR