



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 SEPTEMBER 12, 2013

AMENDED AGENDA

CALL TO ORDER 7:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of July 25, 2013

Annex A
Pages 1-26

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

3. **⇒DELETE** ~~Administrator's Report~~ Verbal
4. Directors' Reports Verbal
5. Community Services Committee recommendation Nos. 1-29 of September 5, 2013 Annex B
pp 27-32
6. Infrastructure Services Committee recommendation Nos. 1-14 of September 5, 2013 Annex C
pp 33-36
- 6a **⇒ADD** Planning and Development Committee recommendation Nos. 1, 2, 6, 10, 15, 25, 31 and 33 of September 12, 2013 Late Item
pp 36a-c
7. Deputy Corporate Officer – Emergency UBCM Resolution for a Comprehensive Management Plan in Howe Sound Annex D
pp 37-38
8. Manager of Legislative Services – 2013 Resolutions to UBCM Annex E
pp 39-41
9. **⇒REPLACE** Chief Building Inspector and Bylaw Manager – Placement of Notice on Title Annex F
pp 42-46

MOTIONS**BYLAWS**

10. "Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.4, 2013" Annex G
pp 47-53
 - ***first, second, third and adoption***
(Voting - Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, Gibsons-3, Sechelt-5, SIGD-1)
11. "South Pender Harbour Water Treatment Plant Loan Authorization Bylaw No. 676, 2013" Annex H
pp 54-55
 - ***adoption***
(Voting - All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Gibsons-3, Sechelt-5, SIGD-1)
12. "Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.17, 2013" Annex I
pp 56-60
 - ***first, second, third and adoption***
(Voting - Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, Gibsons-3, Sechelt-5, SIGD-1)
13. "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.127, 2011" Annex J
pp 61-64
 - ***amended second reading***
 - ***THAT a public hearing concerning Bylaw Nos. 641.1 and 310.127 be re-scheduled for Tuesday, October 1st, 2013 at 7:00 p.m., at the Roberts Creek Community Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;***
 - ***AND THAT the Board delegate a Chair and Alternate Chair to conduct the public hearing.***
(Voting - Electoral Area Directors – 1 Vote Each)

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a) (g) and (k) of the *Community Charter* "personal information about an identifiable individual who holds or is being considered for a position...", "litigation or potential litigation affecting the municipality", and "negotiations and related discussions respecting the proposed provision of a municipal service..."

ADJOURNMENT

Recommendation No. 1 *Eagle Mountain Woodfibre Natural Gas Pipeline Project*

The Planning and Development Committee recommended that the staff report dated August 28, 2013 titled “Fortis BC, Eagle Mountain Woodfibre Natural Gas Pipeline Project Environmental Assessment” be received;

AND THAT the SCR D contact the BC Environmental Assessment Office requesting to be a member of the working group;

AND THAT staff post information about the proposal on the SCR D website;

AND THAT a letter, noting the SCR D request to be a member of the working group, be sent to:

- a) Fortis BC
- b) Squamish Nation
- c) Squamish Lillooet Regional District
- d) Howe Sound Community Forum

AND FURTHER THAT this topic be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 2 *Woodfibre Liquid Natural Gas Proposal – Export License Application*

The Planning and Development Committee recommended that the staff report dated August 28, 2013 titled “Woodfibre Liquid Natural Gas Proposal – Export License Application” be received;

AND THAT staff post information about the proposal on the SCR D website;

AND THAT this report be presented to the Howe Sound Community Forum;

AND FURTHER THAT topic be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 6 *Narrows Inlet Hydro Project Environmental Assessment*

The Planning and Development Committee recommended that the staff report dated August 28, 2013 titled “Narrows Inlet Hydro Project Environmental Assessment: Update” be received;

AND THAT the SCR D request that there be a further public consultation period prior to the Environmental Assessment Office report being sent for ministerial consideration;

AND THAT a meeting be requested between the Ramona Creek property owners and the Narrows Inlet Hydro Holding Corp.;

AND FURTHER THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 10 *Aquaculture Applications by Emerald Sea Farms – Nelson Island*

The Planning and Development Committee recommended that the staff report dated August 29, 2013 titled “Re-Application for Two Aquaculture Sites File 1414149 and 2409076 by Emerald Sea Farms on Nelson Island near Cape Cockburn” be received;

AND THAT the Ministry of Forests, Lands and Natural Resource Operations, Department of Fisheries and Oceans and Transport Canada be notified that:

1. The Sunshine Coast Regional District strongly opposes the location of application file 1414149 fronting Harry Roberts Park and requests that the applicant select a different remote location for its application for the following reasons:
 - a) The anchor locations for beach/park access are in the same location as the proposed site. There are concerns that boat traffic will interfere with the farm infrastructure (eg netting) and the infrastructure will interfere with boating;
 - b) The area is a potential forage fish spawning area;
 - c) The SCRD may apply for a Crown license along the foreshore for park/public access;
2. The applicant and the Crown should be aware that that upland of File 2409076, Tri Water Aggregates holds two Crown leases for aggregate. This company also holds two water leases to support the proposed aggregate mine;
3. The Regional District is concerned with errors in the application. For example in Part IV, Section B (2), the nearest community is listed as “Saltery Bay”; the community of Pender Harbour is closer and larger;
4. That the appropriate consultations with the First Nations be conducted;

AND THAT that SCRD staff send a copy of the recommendation to the Sechelt Indian Band;

AND FURTHER THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 15 *Wind Power Generation*

The Planning and Development Committee recommended that the Chief Building Inspector and Bylaw Manager and Senior Planner’s report dated August 7, 2013 titled “Regulation of Wind Power Generation Structures” be received;

AND THAT staff research and prepare a zoning bylaw amendment for such structures and others with a view to incorporate these regulations into the Zoning Bylaw;

AND THAT staff investigate how these amendments and applications will affect the Noise Bylaw;

AND THAT any future applications for wind generator turbine structures be temporarily set in abeyance, pursuant to LGA section 929, (1) and (2), until staff have been able to report back with regulatory options regarding these kinds of structures;

AND FURTHER THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 25 *Invasive Species*

The Planning and Development Committee recommended that the SCR D send a letter to Capilano Highways requesting an update with respect to Japanese Knotweed eradication activities;

AND THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 31 *Public Access Through Poplars Mobile Home Park*

The Planning and Development Committee recommended that the location map (Right of Way Plan BCP 30471 in favour of SCR D) with photo of fence be received;

AND THAT SCR D Emergency Coordinator and Gibsons Fire Chief prepare a report to bring back to a future Planning and Development Committee meeting regarding access through both Harry Road and the right of way at the end of Moondance Place;

AND THAT staff arrange a meeting between the Poplars Mobile Park property manager and Electoral Area Director;

AND THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

Recommendation No. 33 *Federal Addition to Reserves Policy Comments to
AANDC & UBCM*

The Planning and Development Committee recommended that the General Manager Community Services report dated August 27, 2013 titled “Federal Addition to Reserves Policy Comments to AANDC and UBCM” be received;

AND THAT Director Turnbull’s verbal amendments to the recommendations be endorsed;

AND THAT this recommendation be forwarded to the September 12, 2013 Board meeting.

SCRD STAFF REPORT

DATE: August 23, 2013
TO: Sunshine Coast Regional District Board – September 12, 2013
FROM: Peter Longhi, Chief Building Inspector and Bylaw Manager
SUBJECT: Placement of Notice on Title

RECOMMENDATIONS

THAT the Chief Building Inspector and Bylaw Manager's report regarding Building Division files requiring placement of a Notice on Title be received;

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Block F, District Lot 3126, Group 1, NWD PID 016-715-900**
Electoral Area B

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot 3, District Lot 3988, Plan 15813, Group 1, NWD PID 007-621-647**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot 22, Block 1, DL 3989, Plan 12096, Group 1, NWD PID 008-961-514**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot G, Blocks 64 and 65, District Lot 1390, Plan LMP14795, Group 1, NWD PID 018-638-481**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot 1, Block 4, District Lot 1657, Plan 11413, Group 1, NWD PID 009-068-520**
Electoral Area E

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Strata Lot 55, District Lot 2979, Strata Plan BCS1539, Group 1, NWD PID 027-797-155**
Electoral Area F

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Block 84, District Lot 1023, Plan 7238, Group 1, NWD PID 010-688-048**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot 3, Block 4, District Lot 1317, Plan 10290, Group 1, NWD PID 009-419-373**
Electoral Area D

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Block 9, District Lot 1621, Plan 2936, Group 1, NWD PID 013-314-122**
Electoral Area D

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Strata Lot 5, District Lot 687, Strata Plan BCS3866, Group 1, NWD PID 028-283-147**
Electoral Area F

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot 8, Block 2, District Lot 1819, Plan BCP3382, Group 1, NWD PID 025-570-749**
Electoral Area D

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Strata Lot 4, District Lot 4696, Plan VR 1414, Group 1, NWD PID 006-509-843**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Strata Lot 3, District Lot 4696, Strata Plan VR 1414, Group 1, NWD PID 002-827-654**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Strata Lot 2, District Lot 4696, Strata Plan VR 1414, Group 1, NWD PID 006-509-835**
Electoral Area A

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title **Strata Lot 26, District Lot 4696, Strata Plan VR. 1414, Group 1, NWD PID 012-335-827**
Electoral Area A

BACKGROUND

Section 57.1 of the *Community Charter* allows for a notice to be registered against the title where Building or Bylaw regulations have been contravened, if the Building Inspector discovers that something was done with respect to a building or structure or construction of same that required a Permit or inspection under a Bylaw regulation or enactment and a permit was not obtained or the inspection was not satisfactorily completed.

This report lists a property where structures have been constructed and permits have not been procured or inspections have not been completed to the satisfaction of the Building Division.

A minimum of three letters are generally sent in these cases advising the registered owners that certain specific situations exist regarding their property and the Bylaw Compliance Officer has requested that building permits be obtained and completed in each case. The third of these letters was sent by the Chief Building Inspector requesting compliance.

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Manager of Legislative Services has sent registered letters to all of the registered owners of the properties 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 if they wish.

DISCUSSION:

Report of properties with permits applied for or issued but no inspections called or construction has taken place without a valid permit:

1. Sechelt Inlet, Block F, District Lot 3126, Group 1, NWD, PID 016-715-900

Electoral area B

- Final plumbing inspection for SFD
- Outstanding items from inspection report dated January 2010
- Schedule C engineers approval for structural and geotechnical
- Electrical permit number to supply
- Completion of septic system installation and final engineer's sign off.

2. 15426 Sunshine Coast Hwy, Lot 3, District Lot 3988, Plan 15813, Group 1, NWD PID 007-621-647

Electoral Area A

- Violation of zoning bylaw
- Construction of an amphatheater without permits
- No structural engineering

3. 5972 Ramp Road, Lot 22, Block 1, DL 3989, Plan 12096, Group 1, NWD PID 008-961-514

Electoral Area A

- Building permit expired for SFD
- Plumbing infractions
- Smoke detectors to install
- Possible suite constructed without permits

4. 12882 Stone Road, **Lot G, Blocks 64 and 65, District Lot 1390, Plan LMP14795, Group 1, NWD PID 018-638-481**

Electoral Area A

- Permit expired for SFD
- Engineering not able to be completed due to demise of engineer
- Building appears abandoned

5. 1010 Cemetery Road, **Lot 1, Block 4, District Lot 1657, Plan 11413, Group 1, NWD PID 009-068-520**

Electoral Area E

- Permit for Auxilliary building expired
- Engineering for foundation not supplied
- Final inspection not called

6. 2252 Channelview Road, Gambier Island, **Strata Lot 55, District Lot 2979, Strata Plan BCS1539, Group 1, NWD PID 027-797-155**

Electoral Area F

- Permit expired for SFD
- Final building inspection is required.

7. #10 – 12793 Madeira Park Road, **Block 84, District Lot 1023, Plan 7238, Group 1, NWD PID 010-688-048**

Electoral Area A

- Permit for Mobile Home foundation has expired
- Final inspection not completed
- Letter from QEP required

8. 1160 Cedar Grove Road, **Lot 3, Block 4, District Lot 1317, Plan 10290, Group 1, NWD PID 009-419-373**

Electoral Area D

- Permit for repairs to building has expired
- Framing not completed, inspections required

9. 1186 Firburn Road, **Block 9, District Lot 1621, Plan 2936, Group 1, NWD PID 013-314-122**

Electoral Area D

- Final health certification not received
- Permit has expired for mobile home foundation

**10. 777 Madison Place, Strata Lot 5, District Lot 687, Strata Plan BCS3866, Group 1, NWD
PID 028-283-147**

Electoral Area F

- Building permit for SFD expired
- Final structural engineering not supplied
- Deficiencies on final inspection not completed

**11. 1907 Crystal Crescent, Lot 8, Block 2, District Lot 1819, Plan BCP3382, Group 1, NWD
PID 025-570-749**

Electoral Area D

- Permit for SFD expired
- Final inspection deficiencies not completed

12. Sakinaw Lake, Strata Lot 4, District Lot 4696, Plan VR 1414, Group 1, NWD PID 006-509-843

Electoral Area A

- Zoning infraction occupancy of four travel trailers on one site
- Auxillary building constructed without permits
- No septic design approval on file

13. Sakinaw Lake, Strata Lot 3, District Lot 4696, Strata Plan VR 1414, Group 1, NWD PID 002-827-654

Electoral Area A

- Zoning bylaw violations for travel trailer used as a SFD
- No septic design approval on file
- No building permits for other structures.

14. Sakinaw Lake, Strata Lot 2, District Lot 4696, Strata Plan VR 1414, Group 1, NWD PID 006-509-835

Electoral Area A

- Zoning violations for several travel trailers on site contrary to zoning.
- Auxilliary buildings constructed without permits
- No septic system design approvals on file.

15. Sakinaw Lake, Strata Lot 26, District Lot 4696, Strata Plan VR. 1414, Group 1, NWD PID 012-335-827

Electoral Area A

- No septic deign approval on file
- Building bylaw violations for construction of a sleeping cabin without a permit.

End of list