



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, MARCH 8, 2018

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of February 22, 2018

Annex A
Pages 1-10

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

3. Directors' Reports Verbal
4. Parcel Tax Roll Review Panel minutes of February 22, 2018 (*for receipt only*) Annex B
p 11
5. Corporate and Administrative Services Committee recommendation Nos. 2-11 of February 22, 2018 (*recommendation No. 1 previously adopted*) Annex C
pp 12-16
6. Special Infrastructure Services Committee recommendation Nos. 1-3 of March 1, 2018 Annex D
pp 17-18

MOTIONS

BYLAWS

7. *Hillside Development Project Service Operating Reserve Fund Establishment Bylaw No. 715, 2018*
– *first, second, third reading and adoption*
(Voting – All Directors – weighted vote) Annex E
p 19

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- | | | |
|----|--|---------------------|
| 8. | <i>Elphinstone Official Community Plan Amendment Bylaw No. 600.7, 2016</i>
– adoption
(Voting – Electoral Area Directors – 1 vote each) | Annex F
pp 20-21 |
| 9. | <i>Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.170, 2016</i> – adoption
(Voting – Electoral Area Directors – 1 vote each) | Annex G
pp 22-23 |

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (b), (g), (i) and (k) of the *Community Charter* – “personal information about an identifiable individual who is being considered for a municipal award or honour...”, “litigation or potential litigation”, “the receipt of advice that is subject to solicitor-client privilege...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

ADJOURNMENT

UPCOMING MEETING DATES (TO MARCH 31, 2018)

SCRD Board, Committee, and Advisory Committee Meetings

Special Corporate and Administrative Services Committee (Round 2 Budget)	March 5 at 9:30 a.m.
Planning and Community Development Committee	March 8 at 9:30 a.m.
Regular Board	March 8 at 1:30 p.m.
Infrastructure Services Committee	March 15 at 9:30 a.m.
Special Corporate and Administrative Services Committee	March 15 to follow Infrastructure Services Committee
Roberts Creek (Area D) Advisory Planning Commission	March 19 at 7:00 p.m.
Corporate and Administrative Services Committee	March 22 at 9:30 a.m.
Regional Hospital District	March 22 at 1:00 p.m.
Regular Board	March 22 at 1:30 p.m.
Agricultural Advisory Committee (AAC)	March 27 at 3:30 p.m.
Halfmoon Bay (Area B) Advisory Planning Commission	March 27 at 7:00 p.m.
West Howe Sound (Area F) Advisory Planning Commission	March 27 at 7:00 p.m.
Pender Harbour / Egmont (Area A) Advisory Planning Commission	March 28 at 7:00 p.m.
Elphinstone (Area E) Advisory Planning Commission	March 28 at 7:00 p.m.

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

SCRD Budget Presentation to the Town of Gibsons Council	March 6 at 7:00 p.m.
SCRD Budget Presentation to the Sechelt Indian Government District	March 7 at 3:00 p.m.
SCRD Budget Presentation to the District of Sechelt Council	March 7 at 7:00 p.m.
Coopers Green Hall Public Engagement Open House	March 15 at 2:00 p.m.
Regional District Chairs/CAO Forum – Victoria	March 20-21
2018 High Ground: Centre for Civic Governance Forum - Vancouver	March 23-24

Please note: Meeting dates are current as of print date (March 2, 2018).



SUNSHINE COAST REGIONAL DISTRICT

February 22, 2018

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	B. Milne
Directors	I. Winn G. Nohr (part) F. Mauro M. Lebbell L. Lewis D. Inkster J. Valeriotte K. Julius

ALSO PRESENT:

Chief Administrative Officer	J. Loveys
GM, Corporate Services / Chief Financial Officer	T. Perreault
GM, Planning and Community Development	I. Hall
GM, Infrastructure Services	R. Rosenboom
Deputy Corporate Officer / Recorder	S. Reid
Media	2
Public	4

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

072/18 THAT the agenda for the meeting be adopted as amended to include:

- New Business: Centre for Civic Governance High Ground Forum

CARRIED

MINUTES

Minutes It was moved and seconded

073/18 THAT the Regular Board meeting minutes of February 8, 2018 be adopted as presented.

CARRIED

REPORTS**Directors' Reports**

Directors provided a verbal report of their activities.

CAO Report **It was moved and seconded**

074/18 THAT the report titled Chief Administrative Officer's Report be received for information.

CARRIED

Planning **It was moved and seconded**

075/18 THAT Planning and Community Development Committee recommendation Nos. 1-7, 9-12, 14 and 17-25 of February 8, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *Pilot Project for Temporary Housing Delegation*

THAT the delegation materials from Pam Robertson regarding a Pilot Project for Temporary Housing be received.

Recommendation No. 2 *Temporary Housing Pilot Project Delegation*

THAT staff report to a Planning and Community Development Committee meeting in Q3 2018 with regards to the potential for a Temporary Movable Small Home Pilot Project in Rural Areas.

Recommendation No. 3 *Housing Policy - Public Participation Report*

THAT the report titled Housing Policy - Public Participation Report be received for information.

Recommendation No. 4 *Persephone Brewing Company DVP00029 and LCLB Endorsements*

THAT the report titled Persephone Brewing Company DVP00029 and LCLB Endorsements– Electoral Area F be received;

AND THAT Development Variance Permit DVP00029 be referred to the following agencies:

- i. Skwxwú7mesh Nation;
- ii. All Rural Area Advisory Planning Commissions;
- iii. Town of Gibsons;
- iv. District of Sechelt;
- v. SCR D Agricultural Advisory Committee;

075/18 cont.

vi. Agricultural Land Commission; and

vii. Owners/Occupiers within 100 metres of the subject property.

Recommendation No. 5 *Planning and Community Development Department - 2017 Q4 Report*

THAT the report titled Planning and Community Development Department - 2017 Q4 Report be received.

Recommendation No. 6 *Regional Growth Strategy*

THAT the report titled Response to District of Sechelt Correspondence Re: Regional Growth Strategy be received;

AND THAT staff prepare a process and options report on the development of a Regional Growth Strategy for Q3 2018.

Recommendation No. 7 *Cannabis Legalization – SCRD Resource Impacts*

THAT the report titled Cannabis Legalization – SCRD Resource Impacts be received for information;

AND THAT staff prepare a workshop for Rural Area Directors with regards to current Land Use regulations around Cannabis Commercial Production, retail sales, medical marihuana and personal use and provide options for bylaw amendments to prevent legal non-conforming situations that negatively impact neighborhoods.

Recommendation No. 9 *Zoning Bylaw 310 Review – Summary Paper*

THAT the report titled Zoning Bylaw 310 Review – Summary Paper be received;

AND THAT Zoning Bylaw 310 Review – Summary Paper be referred to all Advisory Planning Commissions (APCs), Natural Resources Advisory Committee (NRAC), Agricultural Advisory Committee (AAC) and the Roberts Creek Official Community Plan Committee (RCOCPC) for comments;

AND FURTHER THAT a report with respect to comments and next steps be provided to Committee in Q2 2018.

Recommendation No. 10 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017 and Zoning Amendment Bylaw No. 310.176, 2017*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 for Retail Use – Electoral Area D be received;

075/18 cont.

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* is consistent with the SCR D's 2018-2022 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be forwarded to the Board for Second Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be forwarded to the Board for Second Reading;

AND THAT a covenanted agreement be prepared prior to the public hearing to secure onsite bicycle parking;

AND THAT a Public Hearing to consider *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be scheduled for 7:00 p.m., Tuesday March 13, 2018, at Roberts Creek Hall, located at 1295 Roberts Creek Road, Roberts Creek;

AND FURTHER THAT Director Winn be delegated as the Chair and Director Lebbell be delegated as the Alternate Chair for the Public Hearing.

Recommendation No. 11 *Provincial Referral 2411731 for Private Moorage (Jervis Inlet Road)*

THAT the report titled Provincial Referral 2411731 for Private Moorage (Jervis Inlet Road) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

a. Subject to the following conditions, the SCR D has no objections to the existing residential private moorage fronting 5429 Jervis Inlet Road (Lot 8, Block A, DL 5388, Plan VAP11435), Provincial File 2411731:

i. The SCR D confirms that the dock use reflects the upland residential zoning;

ii. The SCR D may require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;

iii. The SCR D requests that all eelgrass beds and meadows be protected, for example the proposed dock could be realigned if necessary to avoid casting shadows on any eelgrass bed/meadow; and

iv. The proponent should implement both Provincial and shíshálh Nation's Best Management Practices for building and maintaining moorage facilities and apply the most stringent of any overlapping policy to protect the foreshore ecosystems.

075/18 cont. **Recommendation No. 12** *SCRD Zoning Amendment Bylaw No. 310.178, 2018*

THAT the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018 for Plowden Eco Lodge – Consideration of First Reading be received;

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

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be referred to the following agencies for comment:

- i. West Howe Sound Advisory Planning Commission;
- ii. Skwxwú7mesh Nation;
- iii. Ministry of Forests, Lands, Natural Resource Operations & Rural Development;
- iv. Managed Forest Council;
- v. Ministry of Transportation and Infrastructure;
- vi. Vancouver Coastal Health Authority.

AND FURTHER THAT a Public Information Meeting be held with respect to *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018*.

Recommendation No. 14 *Development Variance Permit Application DVP00027 (Arsenault)*

THAT the report titled Development Variance Permit Application DVP00027 (Arsenault) – Electoral Area F be received;

AND THAT Development Variance Permit Application DVP00027 to vary the side lot setback from 1.5 metres to 0.75 metres, as per Section 601.4(3) of Zoning Bylaw 310, be denied due to emergency access impediments.

Recommendation No. 17 *Policing Committee Minutes – January 18, 2018*

THAT the Sunshine Coast Regional District Policing Committee minutes of January 18, 2018 be received.

Recommendation No. 18 *Agricultural Advisory Committee Minutes - November 28, 2017*

THAT the Agricultural Advisory Committee minutes of November 28, 2017 be received.

075/18 cont. **Recommendation No. 19** *Egmont/Pender Harbour APC Minutes - January 24, 2018*

THAT the Electoral Area A (Egmont/Pender Harbour) Advisory Planning Commission minutes of January 24, 2018 be received.

Recommendation No. 20 *Halfmoon Bay APC Minutes - January 23, 2018*

THAT the Electoral Area B (Halfmoon Bay) Advisory Planning Commission minutes of January 23, 2018 be received.

Recommendation No. 21 *Roberts Creek APC Minutes - January 15, 2018*

THAT the Electoral Area D (Roberts Creek) Advisory Planning Commission minutes of January 15, 2018 be received.

Recommendation No. 22 *Elphinstone APC Minutes - January 24, 2018*

THAT the Electoral Area E (Elphinstone) Advisory Planning Commission minutes of January 24, 2018 be received.

Recommendation No. 23 *West Howe Sound APC Minutes - January 23, 2018*

THAT the Electoral Area F (West Howe Sound) Advisory Planning Commission minutes of January 23, 2018 be received.

Recommendation No. 24 *Correspondence from BCTS regarding Provincial Government Response to SCRD Correspondence regarding DL1313*

THAT the correspondence from Kerry Grozier, Timber Sales Manager, BCTS – Chinook Business Area, regarding Provincial Government Response to SCRD Correspondence regarding DL1313 dated January 26, 2018 be received.

Recommendation No. 25 *Correspondence regarding BC Rural Development Strategy*

THAT the correspondence from Kathy Lachman, Regional Manager, Vancouver Island North/Coast Region, Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding BC Rural Development Strategy dated February 1, 2018 be received.

CARRIED

Director Nohr joined the meeting at 1:58 p.m.

Planning **It was moved and seconded**

076/18 THAT Planning and Community Development Committee recommendation No. 16 of February 8, 2018 be received, adopted and acted upon as follows:

Recommendation No. 16 *Meeting with Minister of Environment and Climate Change Strategy*

THAT the report titled Meeting with Minister of Environment and Climate Change Strategy be received;

AND THAT staff confirm a meeting with Minister Heyman with respect to the SCRD's Chapman Lake Expansion Project, scheduled for Tuesday, March 6, 2018 in Victoria B.C.;

AND THAT the Board members to attend the meeting be confirmed at a later date through public process at an open meeting;

AND FURTHER THAT staff prepare a presentation and technical materials for the meeting.

CARRIED

Special Board **It was moved and seconded**

077/18 THAT a Special Board meeting, for the purpose of confirming Director attendance at the March 6, 2018 meeting with the BC Minister of Environment and Climate Change Strategy, be scheduled for Thursday, March 1, 2018 to immediately follow the Special Infrastructure Services Committee meeting.

CARRIED

Corporate **It was moved and seconded**

078/18 THAT Corporate and Administrative Services Committee recommendation No. 1 of February 22, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *BC Ferries Horseshoe Bay Terminal Redevelopment Engagement Plan*

THAT the report titled BC Ferries Horseshoe Bay Terminal Redevelopment Engagement Plan be received;

AND THAT Sunshine Coast Regional District (SCRD) respond to BC Ferries' questions relating to the Horseshoe Bay Terminal Redevelopment project recommending that:

078/18 cont.

A. Participation:

- i. In addition to the currently-identified community stakeholders, BC Ferries should engage with the Skwxwú7mesh Nation, Sunshine Coast Regional Economic Development Organization (SCREDO), youth sporting associations, a social services provider (Sunshine Coast Community Services), the Sunshine Coast Seniors Planning Table, a representative from the islands' residents, Sunshine Coast Chambers of Commerce, Vancouver Coastal Health, and Ambulance Service.
- ii. That Directors Valeriotte, Mauro and Nohr be confirmed as SCRD's representatives for BC Ferries' Horseshoe Bay Terminal Redevelopment Project engagement activities.
- iii. That BC Ferries be invited to appear as a delegation to present the project at a Q2 2018 Committee Meeting.

B. Engagement Design:

- i. Efforts should be made to be age-inclusive in planning and delivering engagement.
- ii. Venues should be accessible for those who do not drive.
- iii. Childminding should be available.
- iv. Support project with clear public information about the process.
- v. Ensure opportunities are available to all community members to comment on all aspects of the project.
- vi. Consider integration with community events in both Gibsons and Sechelt, with possible additional activities in Roberts Creek, Halfmoon Bay and Pender Harbour.

C. Community Priorities:

- i. BC Ferries should review SCRD's Strategic Plan 2015-2018 and SCRD's Public Participation Framework.
- ii. Terminal design should focus on achieving frequent, reliable, on-time service.
- iii. Accessible, age-friendly design that works for pedestrians, cyclists and motor vehicle drivers should be foundational to enhancing terminal efficiency.

CARRIED

BYLAWS

Bylaw 310.178 **It was moved and seconded**

079/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.178, 2018* be read a first time.

CARRIED

Bylaw 641.9 **It was moved and seconded**

080/18 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be read a second time.

CARRIED

Bylaw 310.176 **It was moved and seconded**

081/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be read a second time.

CARRIED

NEW BUSINESS

Remuneration **It was moved and seconded**

082/18 THAT Directors Nohr, Mauro, Winn, Valeriote, Lewis and Milne be authorized to attend the March 23-24, 2018 Centre for Civic Governance High Ground Forum in Vancouver, BC;

AND THAT expenses be paid for the Directors attending the March 23-24, 2018 Centre for Civic Governance High Ground Forum in Vancouver, BC.

CARRIED

The Board moved In Camera at 2:16 p.m.

IN CAMERA It was moved and seconded

083/18 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 2:19 p.m.

Appointments

It was moved and seconded

084/18

THAT the following current members be confirmed as continuing appointees to the Natural Resources Advisory Committee with a new two-year term:

- 1. Anayansi Cohen-Fernandez
- 2. Andre Sobolewski

AND THAT the following ten applicants be appointed to the Natural Resources Advisory Committee for a two-year term:

- 1. Marc-Andre Brideau
- 2. Gordon Cassidy
- 3. Bill Henwood
- 4. Gordon Littlejohn
- 5. Burton Meyers
- 6. David Rush
- 7. Gerald Shaffer
- 8. Shawna Van Poppelen
- 9. Gordon White
- 10. Mariel Yglesias.

CARRIED

ADJOURNMENT

It was moved and seconded

085/18

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:19 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
PARCEL TAX ROLL REVIEW PANEL
February 22, 2018**

PARCEL TAX ROLL REVIEW MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Panel Chair	I. Winn B. Milne M. Lebbell
ALSO PRESENT:	Chief Administrative Officer Manager, Financial Services Administrative Assistant / Recorder Public Media	J. Loveys S. Zacharias T. Crosby 0 0

CALL TO ORDER 9:00 a.m.

AGENDA The agenda was adopted as presented.

REPORT

It was moved and seconded

THAT the Manager of Financial Services' report regarding the Parcel Tax Roll Review be received for information;

AND THAT the Parcel Tax Roll Review Panel confirm and authenticate the Parcel Tax Roll by certificate, signed by the majority of its members.

CARRIED

ADJOURNED 9:03 a.m.

**SUNSHINE COAST REGIONAL DISTRICT
CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

February 22, 2018

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

PRESENT:	Chair	F. Mauro
	Directors	I. Winn G. Nohr M. Lebbell J. Valeriote L. Lewis D. Inkster B. Milne K. Julius
ALSO PRESENT:	Chief Administrative Officer G.M., Corporate Services / Chief Financial Officer Sr. Mgr., Administration and Legislative Services G.M., Planning and Community Development Senior Planner Manager, Information Technology / GIS Manager, Solid Waste Services Administrative Assistant / Recorder Media Public	J. Loveys T. Perreault A. Legault (Part.) I Hall (Part.) D. Rafael (Part.) D. Nelson (Part.) R. Cooper (Part.) T. Crosby 2 5

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

PETITIONS and DELEGATIONS

Derek Holmes, Land and Resource Manager, BURSCO, addressed the Committee regarding the McNab Aggregate Project.

The Chair thanked Mr. Holmes for his presentation.

REPORTS

Recommendation No. 1 *BC Ferries Horseshoe Bay Terminal Redevelopment Engagement Plan*

The Corporate and Administrative Services Committee recommended that the report titled BC Ferries Horseshoe Bay Terminal Redevelopment Engagement Plan be received;

AND THAT Sunshine Coast Regional District (SCRD) respond to BC Ferries' questions relating to the Horseshoe Bay Terminal Redevelopment project recommending that:

A. Participation:

- i. In addition to the currently-identified community stakeholders, BC Ferries should engage with the Skwxwú7mesh Nation, Sunshine Coast Regional Economic Development Organization (SCREDO), youth sporting associations, a social services provider (Sunshine Coast Community Services), the Sunshine Coast Seniors Planning Table, a representative from the islands' residents, Sunshine Coast Chambers of Commerce, Vancouver Coastal Health, and Ambulance Service.
- ii. That Directors Valeriote, Mauro and Nohr be confirmed as SCRD's representatives for BC Ferries' Horseshoe Bay Terminal Redevelopment Project engagement activities.
- iii. That BC Ferries be invited to appear as a delegation to present the project at a Q2 2018 Committee Meeting.

B. Engagement Design:

- i. Efforts should be made to be age-inclusive in planning and delivering engagement.
- ii. Venues should be accessible for those who do not drive.
- iii. Childminding should be available.
- iv. Support project with clear public information about the process.
- v. Ensure opportunities are available to all community members to comment on all aspects of the project.
- vi. Consider integration with community events in both Gibsons and Sechelt, with possible additional activities in Roberts Creek, Halfmoon Bay and Pender Harbour.

C. Community Priorities:

- i. BC Ferries should review SCRD's Strategic Plan 2015-2018 and SCRD's Public Participation Framework.
- ii. Terminal design should focus on achieving frequent, reliable, on-time service.
- iii. Accessible, age-friendly design that works for pedestrians, cyclists and motor vehicle drivers should be foundational to enhancing terminal efficiency.

AND THAT the recommendations be forwarded to the Regular Board Meeting of February 22, 2018.

Recommendation No. 2 *Hillside Development – Surplus Fund Options*

The Corporate and Administrative Services Committee recommended that the report titled Hillside Development-Surplus Fund Options be received;

AND THAT an Operating Reserve Bylaw be established for the Hillside Development function;

AND THAT the 2018 Dike Maintenance project in the amount of \$10,000 be amended to be funded from surplus/reserves versus taxation;

AND FURTHER THAT base budget operations for Hillside be funded from taxation and lease revenues.

Recommendation No. 3 *Mail Ballot Voting*

The Corporate and Administrative Services Committee recommended that the report titled Mail Ballot Voting be received;

AND THAT staff prepare an amendment to the election procedures bylaw to accommodate mail ballot voting.

Directors Mauro and Lewis opposed.

The Committee recessed at 10:42 a.m. and reconvened at 10:51 a.m.

Director Milne returned to the meeting at 10:53 a.m.

Recommendation No. 4 *Board Procedures Bylaw*

The Corporate and Administrative Services Committee recommended that the report titled Board Procedures Bylaw be received;

AND THAT the draft Board Procedures Bylaw be referred to a Special Corporate and Administrative Service Committee meeting for further consideration.

Recommendation No. 5 *Gibsons and District Public Library Capital Projects Borrowing*

The Corporate and Administrative Services Committee recommended that the report titled Gibsons and District Public Library Capital Projects Borrowing Update be received;

AND THAT the remaining 2017 year end project funding requirement of \$37,657 for capital projects approved in 2016 be funded from capital reserves;

AND THAT the application for a short term loan approved through resolution 154/16 No. 3 and 350/16 be abandoned;

AND FURTHER THAT the 2018-2022 Financial Plan be amended accordingly.

Recommendation No. 6 *Information Technology Capital Plan*

The Corporate and Administrative Services Committee recommended that the report titled Information Technology Capital Plan be received for information.

Recommendation No. 7 *2018 Grant-in-Aid Timelines*

The Corporate and Administrative Services Committee recommended that the report titled 2018 Grant-in-Aid Timelines be received for information.

Recommendation No. 8 *Solid Waste Long-Term Outlook*

The Corporate and Administrative Services Committee recommended that the report titled SCRD Solid Waste Long-Term Outlook be received for information.

Recommendation No. 9 *Sechelt Landfill Closure Update*

The Corporate and Administrative Services Committee recommended that the report titled Sechelt Landfill Closure Update be received;

AND THAT the shortfall for the Sechelt Landfill Closure Liability be funded by an incremental annual taxation increase of \$125,000 per year for four years (2018-2021).

Recommendation No. 10 *Tipping Fee Review of Diverted Materials*

The Corporate and Administrative Services Committee recommended that the report titled Tipping Fee Review of Diverted Materials be received.

AND THAT the Proposed Tipping Fees be approved and incorporated in an amendment to Bylaw 405 as follows:

Diverted Material	Tipping Fee	Unit of Measure
Green Waste	\$86	Per Tonne
Mattress	\$10	Per Unit
Mattress – Wet	\$15	Per Unit
Mattress (5 or More)	\$35	Per Unit
Propane Tank – Camp Size	\$0.50	Per Unit
Propane Tank – over 25 lbs	\$5.50	Per Unit
Roofing	\$190	Per Tonne
Wood – clean	\$170	Per Tonne

AND THAT a report be provided in the second quarter of 2018 regarding the residential green waste program;

AND FURTHER THAT a letter be sent to the BC Ministry of Environment requesting that mattresses and commercially generated packaging and printed paper be added to the Recycling Regulation.

Recommendation No. 11 *Curbside Collection Services – Service Options*

The Corporate and Administrative Services Committee recommended that the report titled Curbside Collection Services – Service Options be received;

AND THAT the Curbside Collection Services Request for Proposal include Service Option 1, as follows:

Service	Option 1
Garbage	Bi-weekly
Organics	Weekly
Recycling	Bi-weekly - Areas B, D, E, F.

Director Lewis opposed.

The Committee recessed at 12:30 p.m. and reconvened at 12:33 p.m.

IN CAMERA

The Committee moved In-Camera at 12:33 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (b) and (k) of the *Community Charter* – “personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity” and “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”.

The Committee moved out of In Camera at 12:41 p.m.

ADJOURNMENT 12:41 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL INFRASTRUCTURE SERVICES COMMITTEE**

March 1, 2018

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

PRESENT:	Chair	G. Nohr
	Directors	D. Inkster K. Julius M. Lebbell L. Lewis F. Mauro B. Milne J. Valeriotte I. Winn
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	Sr. Mgr, Administration and Legislative Services	A. Legault
	GM, Corporate Services / Chief Financial Officer	T. Perreault
	GM, Infrastructure Services	R. Rosenboom
	GM, Planning and Community Development	I. Hall
	Manager, Utility Services – Special Projects	D. Crosby
	Manager, Utility Services	S. Walkey
	Water and Energy Projects Coordinator	R. Shay
	Administrative Assistant / Recorder	T. Hincks
	Media	2
	Public	30+/-

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended to remove Item #4 – Annex B – Board Attendance for Meeting with Minister of Environment and to add Item #5 – Recommendation to Cancel Special Board Meeting of March 1, 2018.

IN CAMERA

The Infrastructure Services Committee moved In-Camera at 9:32 a.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g) (i) and (k) of the *Community Charter* – “litigation or potential litigation affecting the municipality;” “the receipt of advice that is subject to solicitor-client privilege...” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

The Infrastructure Services Committee moved out of In-Camera at 10:28 a.m.

PETITIONS AND DELEGATIONS

PRESENTATION

Staff provided a presentation regarding water including a status update on the four water projects identified in the Comprehensive Regional Water Plan.

Recommendation No. 1 *Water Presentation*

The Infrastructure Services Committee recommended that the presentation regarding water be received.

REPORTS

Recommendation No. 2 *Water Sources – Chapman System*

The Infrastructure Services Committee recommended that the report titled Water Sources – Chapman System be received.

Director Inkster assumed the Chair at 11:18 a.m.

Director Nohr resumed the Chair at 11:42 a.m.

The Infrastructure Services Committee recessed at 11:42 a.m. and resumed at 11:47 a.m.

Recommendation No. 3 *Special Board Meeting Cancellation*

The Infrastructure Services Committee recommended that the Special Board meeting scheduled to follow the Special Infrastructure Services Committee meeting of March 1, 2018 be cancelled.

Director Inkster opposed.

ADJOURNMENT 12:07 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 715

A bylaw to establish an operating reserve fund for Hillside Development Project

WHEREAS pursuant to Section 377 of the *Local Government Act*, the Board of the Regional District may, by bylaw, establish a reserve fund under Section 188 of the *Community Charter*;

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 *Hillside Development Project Service Operating Reserve Fund Establishment Bylaw No. 715, 2018*.
2. There will be and is hereby established a reserve fund to be known as the Hillside Development Project Service Operating Reserve Fund (the "Reserve Fund").
3. Money from current revenues or, as available, from general revenue surplus, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
4. The monies set aside will be deposited in a separate account, and until required to be expended, may be invested in the manner provided by the *Local Government Act*.
5. Monies in the Reserve Fund will only be used for:
 - a) Unanticipated expenditures for operations;
 - b) Funding one time projects;
 - c) Mitigation of sudden and marked increases to taxation and/or fees.

READ A FIRST TIME	this	8 th	day of	March, 2018
READ A SECOND TIME	this	8 th	day of	March, 2018
READ A THIRD TIME	this	8 th	day of	March, 2018
ADOPTED	this	8 th	day of	March, 2018

CORPORATE OFFICER

CHAIR

ELPHINSTONE OFFICIAL COMMUNITY PLAN

BYLAW NO. 600.7

A bylaw to amend *Elphinstone Official Community Plan Bylaw No. 600, 2007*

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

PART A – CITATION

1. This bylaw may be cited as the *Elphinstone Official Community Plan Amendment Bylaw No. 600.7, 2016*.

PART B – AMENDMENT

2. Elphinstone Official Community Plan Bylaw No. 600, 2007 is hereby amended as follows:
 - A. Renumber policy 7 as 8;
 - B. Insert the following in Section B-5.1 Policies -
 7. On Lot 1, DL 1657, Plan VAP23053, PID 016-713-541
 - i. The following uses may be permitted:
 - (a) general contractor facility;
 - (b) storage and sale of landscape products such as topsoil, bark mulch, gravel and sand;
 - (c) concrete batch plant;
 - (d) third dwelling, in the form of a manufactured home, auxiliary to the uses in (a) – (c) to be used for the purpose of housing a caretaker or watchman.
 - ii. The following conditions of use may apply:
 - (a) vehicle repair and maintenance buildings may be up to 7.5 metres in height and have a total floor area of 600 square metres;
 - (b) manufacturing or storage buildings may be up to 7.5 metres in height and have a total floor area of 600 square metres;
 - (c) equipment works yard shall be screened by a solid fence or landscaping and have a total site area of up to one hectare.

PART C – ADOPTION

READ A FIRST TIME this	24 th DAY OF NOVEMBER 2016
PURSUANT TO SECTION 475 OF THE LOCAL GOVERNMENT ACT CONSULTATION REQUIREMENTS CONSIDERED this	24 th DAY OF NOVEMBER 2016
READ A SECOND TIME this	25 th DAY OF MAY 2017
CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE LOCAL GOVERNMENT ACT this	25 th DAY OF MAY 2017
PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this	27 th DAY OF JUNE 2017
READ A THIRD TIME this	12 th DAY OF OCTOBER 2017
ADOPTED this	DAY OF MONTH YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 310.170

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

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

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.170, 2016*.

PART B – AMENDMENT

2. Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 is hereby amended by:

- A. Inserting the following in Section 201:

“general contractor facility” means a business that provides services to the construction sector and includes offices and other related facilities and auxiliary uses such as rental and repair of vehicles and equipment, sale of used vehicles or equipment no longer required by the business, and excludes the on-site auctioning of equipment;

- B. Inserting the following in Section 1011 RU2 Zone (Rural Two):

Site Specific Uses

1011.10 In addition to the uses permitted in Sections 1011.1 to 1011.5, the following uses are permitted on Lot 1, DL 1657, Plan VAP23053, PID 016-713-541:

- (a) general contractor facility;
- (b) equipment works yard;
- (c) storage and sale of landscape products such as topsoil, bark mulch, gravel and sand;
- (d) concrete batch plant;
- (e) third dwelling, in the form of a manufactured home, auxiliary to the uses in (a) – (d) to be used for the purpose of housing a caretaker or watchman.

Conditions of Use

1011.11 On Lot 1, DL 1657, Plan VAP23053, PID 016-713-541 the following conditions apply:

- (a) For vehicle repair and maintenance, despite Sections 1011.2 (3):
 - i. there is no storage outside of an enclosed building;
 - ii. no such building shall exceed 7.5 metres in height;
 - iii. the total floor area of such buildings shall not exceed 600 square metres;
 - iv. the required setback from all parcel lines is 7.5 metres.

- (b) For manufacturing or storage, despite Sections 1011.4 (3):
 - i. there is no storage outside of an enclosed building;
 - ii. more than one building is permitted;
 - iii. no such building shall exceed 7.5 metres in height;
 - iv. the total floor area of such buildings shall not exceed 600 square metres;
 - v. the required setback from all parcel lines is 7.5 metres.

- (c) For equipment works yard:
 - i. more than one site area may be used;
 - ii. the use shall be screened by a solid fence or landscaping;
 - iii. the maximum total site area shall be one hectare.

PART C – ADOPTION

READ A FIRST TIME this	24 th DAY OF	NOVEMBER	2016
READ A SECOND TIME this	25 th DAY OF	MAY	2017
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	27 th DAY OF	JUNE	2017
READ A THIRD TIME this	12 th DAY OF	OCTOBER	2017
ADOPTED this	DAY OF	MONTH	YEAR

Corporate Officer

Chair