



# 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, MAY 10, 2018

## AGENDA

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**CALL TO ORDER** 1:30 p.m.

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of April 26, 2018

Annex A  
Pages 1-12

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PETITIONS AND DELEGATIONS

### COMMUNICATIONS

### REPORTS

3. Directors' Reports Verbal
4. Corporate and Administrative Services Committee recommendation Nos. 2-12 of April 26, 2018 (*recommendation No. 1 previously adopted*) Annex B  
pp 13-16

### MOTIONS

### BYLAWS

5. *Sunshine Coast Regional District Cemetery Amendment Bylaw No. 689.1, 2018 – first, second and third reading*  
(Voting – Participants – A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1) Annex C  
pp 17-18

### NEW BUSINESS

### IN CAMERA

### ADJOURNMENT

## UPCOMING MEETING DATES (TO MAY 31, 2018)

### SCRD Board, Committee, and Advisory Committee Meetings

Planning and Community Development Committee	May 10 at 9:30 a.m.
Regular Board	May 10 at 1:30 p.m.
Roberts Creek (Area D) Advisory Planning Commission	May 14 at 7:00 p.m.
Infrastructure Services Committee	May 17 at 9:30 a.m.
Agricultural Advisory Committee (AAC)	May 22 at 3:30 p.m.
Halfmoon Bay (Area B) Advisory Planning Commission	May 22 at 7:00 p.m.
West Howe Sound (Area F) Advisory Planning Commission	May 22 at 7:00 p.m.
Corporate and Administrative Services Committee	May 24 at 9:30 a.m.
Regular Board	May 24 at 1:30 p.m.
Pender Harbour / Egmont (Area A) Advisory Planning Commission	May 30 at 7:00 p.m.
Elphinstone (Area E) Advisory Planning Commission	May 30 at 7:00 p.m.

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

Howe Sound Community Forum – Furry Creek	May 4
Public Information Meeting - Rockwater Resort Development (Bylaw Nos. 310.181 and 675.6)	May 23 at 7:00 p.m.

**Please note:** Meeting dates are current as of print date (May 4, 2018).



## SUNSHINE COAST REGIONAL DISTRICT

April 26, 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.

<b>PRESENT:</b>	Chair	B. Milne
	Directors	F. Mauro G. Nohr M. Lebbell L. Lewis D. Wright K. Julius I. Winn J. Valeriotte
<b>ALSO PRESENT:</b>	Chief Administrative Officer	J. Loveys
	Sr Mgr, Administration and Legislative Services	A. Legault
	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	1	

**CALL TO ORDER** 1:33 p.m.

**AGENDA** It was moved and seconded

133/18 THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes It was moved and seconded

134/18 THAT the Regular Board meeting minutes of April 12, 2018 be adopted as presented.

**CARRIED**

### REPORTS

#### Directors' Reports

*Directors provided a verbal report of their activities.*

CAO Report           **It was moved and seconded**

135/18                THAT the report titled Chief Administrative Officer's Report be received for information.

**CARRIED**

Planning             **It was moved and seconded**

136/18                THAT Planning and Community Development Committee recommendation Nos. 1-21 of April 12, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Appointment of Vice Chair for Planning and Community Development Committee*

THAT Director Mauro be appointed Vice-Chair of the April 12, 2018 Planning and Community Development Committee.

**Recommendation No. 2**     *Siyiyaya Reconciliation Project*

THAT the delegation materials regarding the Siyiyaya Reconciliation Project be received;

AND THAT the Sunshine Coast Regional District (SCRD) provide support for the collaborative Siyiyaya Reconciliation Project;

AND FURTHER THAT staff report to a future Committee meeting regarding options for the SCRD to support the Reconciliation Project.

**Recommendation No. 3**     *Planning and Community Development Department 2018 Q1 Report*

THAT the report titled Planning and Community Development Department - 2018 Q1 Report be received for information.

**Recommendation No. 4**     *BURNCO Aggregate Mine Proposal*

THAT the report titled British Columbia Environmental Assessment Certificate for BURNCO Aggregate Mine Proposal – Electoral Area F be received for information.

**Recommendation No. 5**     *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176*

THAT the report titled Report of Public Hearing and Consideration of Third Reading for Roberts Creek Official Community Plan Amendment Bylaw No. 641.9 and Zoning Amendment Bylaw No. 310.176 – Electoral Area D be received;

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

136/18 cont.

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

AND FURTHER THAT the following conditions be met before Bylaw Nos. 641.9 and 310.176 are considered for adoption:

- i. A covenant be registered on title to ensure at least six bicycle parking spaces are provided on-site when there is a commercial use; and
- ii. Approval pursuant to Section 52 of the *Transportation Act*.

**Recommendation No. 6**     *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10 and Zoning Amendment Bylaw No. 310.179*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Rd) Consideration of First Reading – Electoral Area D be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* be forwarded to the Board for First Reading;

AND THAT *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018* be forwarded to the Board for First Reading;

AND THAT pursuant to Section 475 of the *Local Government Act* the bylaws be referred to the following agencies for the opportunity of early and on-going consultation:

- Roberts Creek Advisory Planning Commission;
- Roberts Creek Official Community Plan Committee;
- *Skwx wú7mesh* Nation;
- Ministry of Transportation and Infrastructure;
- Vancouver Coastal Health Authority;

AND FURTHER THAT a Public Information Meeting be held with respect to *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* and *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018* prior to consideration of Second Reading.

**Recommendation No. 7**     *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6 and Zoning Amendment Bylaw No. 310.181*

THAT the report titled Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6 and Zoning Amendment Bylaw No. 310.181 – Rockwater Development be received;

AND THAT *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6, 2018* be forwarded to the Board for First Reading;

136/18 cont.

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.181, 2018* be forwarded to the Board for First Reading;

AND THAT pursuant to Section 475 of the *Local Government Act* the bylaws be referred to the following agencies for the opportunity of early and on-going consultation:

- Halfmoon Bay Advisory Planning Commission;
- Halfmoon Bay Volunteer Fire Department;
- *shíshálh* Nation;
- Ministry of Transportation and Infrastructure;
- Vancouver Coastal Health Authority;

AND FURTHER THAT a Public Information Meeting be held with respect to *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6, 2018* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.181, 2018*.

**Recommendation No. 8**      *Development Variance Permit Application DVP00030*

THAT the report titled Development Variance Permit Application DVP00030 (Frayne and Merrington) – Area A be received;

AND THAT Development Variance Permit Application DVP00030 to vary the front parcel line setback from 5.0 metres to 0 metres, and the side lot parcel line from 1.5 metres to 0 metres, as per section 611.4(a) and (c) of Zoning Bylaw 337, 1991 be issued subject to the following conditions:

1. Removal of the portion of their covered porch roof that encroaches onto the neighbouring property by 0.07 metres.
2. Submission of a letter from a Professional Engineer stating that the proposed garage/studio is safe to build in the proposed area.
3. The covered porch area being built in accordance with regulations that the SCRD Building Division has specified:
  - a. Non-combustible siding
  - b. No glazed openings
  - c. 45 minute burn rating on inside of new wall.
4. Completion of an archaeological Preliminary Field Reconnaissance (PFR) prior to ground disturbance as requested by the *shíshálh* Nation.

136/18 cont.      **Recommendation No. 9**      *Development Variance Permit Application DVP00031*

THAT the report titled Development Variance Permit Application DVP00031 (Kvaas) – Area B be received;

AND THAT Development Variance Permit Application DVP00031 to vary the side lot setback contiguous to a highway from 4.5 metres to 1.5 metres, as per section 611.6(3) of Zoning Bylaw 310, 1987 be issued subject to:

1. Consideration of comments received from *shíshálh* Nation within the 60 day referral period.

**Recommendation No. 10**      *Cemetery Bylaw 689 Fee Increase*

THAT the report titled Cemetery Bylaw 689 Fee Increase be received;

AND THAT the fees for liners, vaults, opening and closing niches and plots contained in Schedule “C” of Cemetery Bylaw 689 be amended as follows:

<b>Item</b>	<b>New Fee</b>
Grave Liners and Vaults:	
Full Grave	\$358
Cremated Remains	\$120
Open and Close:	
Cremation	\$500
Burial (Adult)	\$1,300
Niche	\$275

AND FURTHER THAT an amendment to Bylaw 689 be prepared and forwarded to the Board for readings.

**Recommendation No. 11**      *Agricultural Advisory Committee Minutes of February 27, 2018 and March 27, 2018*

THAT the Agricultural Advisory Committee (AAC) minutes of February 27, 2018 and March 27, 2018 be received;

AND THAT Recommendation No. 2 - Regional Planning Consideration for Agricultural Referrals from the February 27, 2018 AAC Committee minutes be acted upon as amended, as follows:

**Recommendation No. 2**      *Regional Planning Consideration for Agricultural Referrals*

*THAT the report titled Regional Planning Consideration for Agricultural Referrals be received;*

136/18 cont.

*AND THAT the SCRD Board formally announce the reconstitution and regional nature of the new AAC to the District of Sechelt, Town of Gibsons and shíshálh Nation and invite the municipalities to send referrals on agricultural items to the AAC.*

**Recommendation No. 12** *Area A APC Minutes of February 28, 2018 and March 28, 2018*

THAT the Egmont/Pender Harbour Advisory Planning Commission minutes of February 28, 2018 and March 28, 2018 be received.

**Recommendation No. 13** *Area B APC Minutes of February 27, 2018 and March 27, 2018*

THAT the Halfmoon Bay Advisory Planning Commission minutes of February 27, 2018 and March 27, 2018 be received.

**Recommendation No. 14** *Area D APC Minutes of March 19, 2018*

THAT the Roberts Creek Advisory Planning Commission minutes of March 19, 2018 be received.

**Recommendation No. 15** *Area E APC Minutes of March 28, 2018*

THAT the Elphinstone Advisory Planning Commission minutes of March 28, 2018 be received.

**Recommendation No. 16** *Area F APC Minutes of February 27, 2018 and March 27, 2018*

THAT the West Howe Sound Advisory Planning Commission minutes of February 27, 2018 and March 27, 2018 be received.

**Recommendation No. 17** *Correspondence from Union of BC Municipalities regarding SCRD Resolution B101 Policy on Breweries, Distilleries & Meaderies*

THAT the correspondence from Wendy Booth, President, Union of BC Municipalities dated March 13, 2018, regarding Agricultural Land Commission response to 2017 SCRD Resolution B101 Policy on Breweries, Distilleries & Meaderies be received.

**Recommendation No. 18** *Correspondence from MP, Pamela Goldsmith-Jones regarding Department of Fisheries Poaching Enforcement*

THAT the correspondence from Pamela Goldsmith-Jones, M.P., West Vancouver-Sunshine Coast-Sea to Sky Country, dated March 22, 2018 regarding Department of Fisheries poaching enforcement on lower Sunshine Coast be received;

AND THAT a letter be sent to the Minister of Fisheries and Oceans in support of the M.P.'s letter of March 22, 2018, encouraging greater coverage for enforcement of poaching activities on the Sunshine Coast;



136/18 cont. AND FURTHER THAT the letter be copied to the member municipalities, the *shíshálh* Nation and the M.P., West Vancouver-Sunshine Coast-Sea to Sky Country.

**Recommendation No. 19** *Correspondence from MP, Pamela Goldsmith-Jones regarding BURNCO Aggregate Mine proposal*

THAT the correspondence from Pamela Goldsmith-Jones, M.P., West Vancouver-Sunshine Coast-Sea to Sky Country dated April 3, 2018 regarding Letter to Minister of Environment and Climate Change regarding BURNCO Aggregate Mine proposal be received.

**Recommendation No. 20** *Correspondence from Elphinstone Community Association regarding Gospel Rock Development*

THAT the correspondence from Faye Kiewitz, Chair, Elphinstone Community Association dated April 2, 2018 regarding Gospel Rock Development be received.

**Recommendation No. 21** *Correspondence from BC Parks regarding Tetrahedron Park – Sunshine Coast Regional District Community Water Supply*

THAT the correspondence from Jennie Aikman, Regional Director, Ministry of Environment, BC Parks and Conservation Officer Services Division, South Coast dated April 6, 2018 regarding Tetrahedron Park – Sunshine Coast Regional District Community Water Supply be received.

**CARRIED**

Infrastructure **It was moved and seconded**

137/18 THAT Infrastructure Services Committee recommendation Nos. 2 and 6-9 of April 19, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 2** *Bulk Water Agreement - Terms of Reference*

THAT the report titled Town of Gibsons Bulk Water Agreement - Terms of Reference be received;

AND THAT the Terms of Reference for the Bulk Water Review Committee be sent to the Town of Gibsons for their comments.

**Recommendation No. 6** *2018 Drought Management Plan Implementation*

THAT the report titled 2018 Drought Management Plan Implementation be received;

AND THAT the Drought Management Plan be updated to incorporate restrictions on hand watering and low flow drip irrigation of lawns at Stage 3;

137/18 cont. AND THAT the Water Rates and Regulations Bylaw No. 422 be updated;  
AND FURTHER THAT a request be sent to the Town of Gibsons to harmonize their bylaw with Bylaw 422.

**Recommendation No. 7**      *Recycle BC Program Plan – Update*

THAT the report titled Recycle BC Revised Program Plan - Update be received;

AND THAT correspondence be sent to Recycle BC seeking confirmation that Electoral Areas B, D, E and F are eligible to join Recycle BC's curbside recycling program.

**Recommendation No. 8**      *2018 Q1 – Quarterly Report - Infrastructure*

THAT the report titled 2018 Q1 – Quarterly Report – Infrastructure be received.

**Recommendation No. 9**      *Correspondence Regarding Mahan Road Exploratory Well*

THAT the correspondence from Mayor Wayne Rowe, Town of Gibsons, dated April 17, 2018 regarding Pending Board Decision Regarding Proposed Mahan Road Exploratory Well, be received;

AND THAT the SCRD provide a letter in response to the Town of Gibsons concerns outlining the collaborative and cooperative processes underway with regard to addressing groundwater management and regional water supply needs on the Sunshine Coast;

AND THAT the letter also include an invitation to the Town of Gibsons to consider becoming a participant of the Regional Water Service function at the SCRD.

**CARRIED**

Infrastructure      **It was moved and seconded**

138/18      THAT Infrastructure Services Committee recommendation No. 1, of April 19, 2018 be received, adopted and acted upon as amended, as follows:

**Recommendation No. 1**      *Phase 2 Test Drilling of the Groundwater Investigation*

THAT the report titled Phase 2 Test Drilling of the Groundwater Investigation be received;

AND THAT the SCRD proceed with Phase 2 of the Groundwater Investigation and that staff bring forward future reports with the results and analysis;

138/18 cont. AND THAT the SCRD exchange information with local governments, First Nations and other potentially affected parties on Phase 2 Test Drilling of the Groundwater Investigation;

AND THAT the SCRD collaborate on a framework with the Town of Gibsons and the Sk̓wx̓wú7mesh Nation to establish a Groundwater Management *Plan* related to the Gibsons Aquifer and that staff bring forward a future report;

AND FURTHER THAT the SCRD establish a working group with infrastructure staff from local governments, *shíshálh* Nation and Sk̓wx̓wú7mesh Nation to share information and opportunities for cooperation *on groundwater management*.

**CARRIED**

Infrastructure **It was moved and seconded**

139/18 THAT Infrastructure Services Committee recommendation Nos. 3, 4 and 5 of April 19, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 3**     *Raw Water Reservoir – Feasibility Study Outline*

THAT the report titled Raw Water Reservoir – Feasibility Study Outline be received for information.

**Recommendation No. 4**     *Universal Water Meter Installations Phase 3 Funding*

THAT the report titled Universal Water Meter Installations Phase 3 Funding be received;

AND THAT staff prepare an Alternative Approval Process (AAP) to authorize long term borrowing of up to \$5,956,111 over a 20-year term to fund Phase 3 of the Universal Water Meter Installations project.

**Recommendation No. 5**     *Development of Water Sourcing Policy*

THAT the report titled Development of Water Sourcing Policy be received;

AND THAT the SCRD develop a Water Sourcing Policy in collaboration with local governments and First Nations.

**CARRIED**

Corporate **It was moved and seconded**

140/18 THAT Corporate and Administrative Services Committee recommendation No. 1 of April 26, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Draft Audited Financial Statements for Year Ended December 31, 2017*

140/18 cont. THAT the report titled Sunshine Coast Regional District 2017 Draft Audited Financial Statements, and the following documents, be received:

- Audit Results and Communications Report to the Members of the Board;
- Independent Auditor's Reports for the Sunshine Coast Regional District (SCRD) and Foreshore Leases;
- Draft Audited Financial Statements for year ended December 31, 2017;

AND THAT the draft audited statements for year ended December 31, 2017 be approved as presented.

**CARRIED**

## **BYLAWS**

Bylaw 641.9 **It was moved and seconded**

141/18 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.9, 2017* be read a third time.

**CARRIED**

Bylaw 310.176 **It was moved and seconded**

142/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.176, 2017* be read a third time.

**CARRIED**

Bylaw 641.10 **It was moved and seconded**

143/18 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* be read a first time.

**CARRIED**

Bylaw 310.179 **It was moved and seconded**

144/18 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018* be read a first time.

**CARRIED**

Bylaw 405.20 **It was moved and seconded**

145/18 THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.20, 2018* be adopted.

**CARRIED**

Bylaw 675.6           **It was moved and seconded**

146/18                THAT *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.6, 2018* be read a first time.

**CARRIED**

Bylaw 310.181       **It was moved and seconded**

147/18                THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.181, 2018* be read a first time.

**CARRIED**

Bylaw 718            **It was moved and seconded**

148/18                THAT *Universal Water Meter Installations Project Loan Authorization Bylaw No. 718, 2018* be read a first time.

**CARRIED**

Bylaw 718            **It was moved and seconded**

149/18                THAT *Universal Water Meter Installations Project Loan Authorization Bylaw No. 718, 2018* be read a second time.

**CARRIED**

Bylaw 718            **It was moved and seconded**

150/18                THAT *Universal Water Meter Installations Project Loan Authorization Bylaw No. 718, 2018* be read a third time.

**CARRIED**

*The Board moved In Camera at 2:47 p.m.*

**IN CAMERA           It was moved and seconded**

151/18                THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (b), (e) and (k) of the *Community Charter* – “personal information about an identifiable individual who ...has offered to provide a gift to the municipality on condition of anonymity”; “the acquisition, disposition or expropriation of land or improvements...” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

**CARRIED**

*The Board moved out of In Camera at 3:11 p.m.*

**ADJOURNMENT      It was moved and seconded**

152/18                      THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:11 p.m.

Certified correct \_\_\_\_\_

Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

Chair

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

**April 26, 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

<b>PRESENT:</b>	Chair	F. Mauro
	Directors	I. Winn G. Nohr M. Lebbell J. Valeriote L. Lewis D. Wright B. Milne K. Julius
<b>ALSO PRESENT:</b>	Chief Administrative Officer	J. Loveys
	Sr. Mgr., Administration and Legislative Services	A. Legault (Part)
	Manager, Financial Services	S. Zacharias (Part)
	G.M., Planning and Community Development	I. Hall (Part)
	G.M., Infrastructure Services	R. Rosenboom (Part)
	Manager, Utility Services	S. Walkey (Part)
	Administrative Assistant / Recorder	T. Crosby
	Media	2
	Public	0

**CALL TO ORDER**                      9:30 a.m.

**AGENDA**                                The agenda was adopted as amended.

**REPORTS**

**PETITIONS AND DELEGATIONS**

*Bill Cox, BDO Canada LLP., addressed the Committee regarding the Sunshine Coast Regional District Audit Results, Independent Auditor's Reports and draft audited Financial Statements for the year ended December 31, 2017.*

*The Chair thanked Mr. Cox for his presentation.*

**REPORTS****Recommendation No. 1**     *Draft Audited Financial Statements for Year Ended December 31, 2017*

The Corporate and Administrative Services Committee recommended that the report titled Sunshine Coast Regional District 2017 Draft Audited Financial Statements, and the following documents, be received:

- Audit Results and Communications Report to the Members of the Board;
- Independent Auditor's Reports for the Sunshine Coast Regional District (SCRD) and Foreshore Leases;
- Draft Audited Financial Statements for year ended December 31, 2017;

AND THAT the draft audited statements for year ended December 31, 2017 be approved as presented;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting on April 26, 2018 for adoption.

*The Committee recessed at 10:36 a.m. and reconvened at 10:43 a.m.*

**Recommendation No. 2**     *2018 Budget Debrief*

The Corporate and Administrative Services Committee recommended that the report titled 2018 Budget Debrief be received;

AND THAT staff report on the impact of separating Imminent Asset Failure and Core Operations / Business Continuity from the Mandatory Category for budget proposal criteria;

AND FURTHER THAT the recommended improvements be incorporated into the 2019-2023 Financial Planning Process.

**Recommendation No. 3**     *Budget Project Status Report*

The Corporate and Administrative Services Committee recommended that the report titled Budget Project Status Report – April 2018 be received.

*Director Milne left the meeting at 11:45 a.m.*

*Chair Mauro passed the Chair to Director Winn at 11:46 a.m. and left the meeting.*

*Director Milne returned to the meeting at 11:48 a.m.*

*Director Mauro returned to the meeting at 11:48 a.m. and resumed the Chair.*

**Recommendation No. 4**     *Directors' Remuneration Review*

The Corporate and Administrative Services Committee recommended that the report titled Directors' Remuneration Review be received;



AND THAT a report be provided no later than June 2018 which includes an analysis of the following factors:

- Number and composition of directors (First Nations, municipal and rural)
- Number of meetings (board and standing committee)
- Remuneration for conferences
- Stipend model or flat rate
- Benefits (paid or not paid)
- Travel time (paid or not paid)
- Lifts for chair, vice chair and committee chairs
- Other special meetings such as public hearings or workshops
- Regional Districts of comparative size (population)
- Percentage of annual budget (tax payer's affordability factor)
- Verification of the Average Electoral Area Directors remuneration values versus the Average Municipal Directors remuneration values;
- Account for other time required outside of meetings;
- Compensation for advisory committees, community associations and liaison meetings
- Gross up to offset the loss of tax exemption on 1/3 of elected official remuneration;

AND FURTHER THAT a policy on Remuneration be developed.

**Recommendation No. 5**     *Provincial Changes to Medical Services Plan Premiums*

The Corporate and Administrative Services Committee recommended that the report titled Provincial Changes to Medical Services Plan Premiums be received for information.

**Recommendation No. 6**     *Gas Tax Community Works Funding*

The Corporate and Administrative Services Committee recommended that the report titled Gas Tax Community Works Funding be received for information.

**Recommendation No. 7**     *2018 Union of British Columbia Municipalities Resolutions*

The Corporate and Administrative Services Committee recommended that the report titled 2018 Union of British Columbia Municipalities (UBCM) Resolutions be received;

AND THAT staff draft a resolution regarding curtailing medical cannabis production licences in residential zones for consideration at the May 24, 2018 Corporate and Administrative Services Committee meeting.

**Recommendation No. 8**     *Investments and Reserves*

The Corporate and Administrative Services Committee recommended that the report titled Investments and Reserves as at March 31, 2018 be received for information.

**Recommendation No. 9**     *Grant Status Update*

The Corporate and Administrative Services Committee recommended that the report titled Grants Status Update be received;

AND THAT a request be submitted to the Union of British Columbia Municipalities for a scope change to the Enterprise Asset Management Software Implementation Project to include hiring of a consultant to complete condition assessments of critical assets.

**Recommendation No. 10**    *Contracts Between \$50,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the report titled Contracts Between \$50,000 and \$100,000 from January 1 to March 31, 2018 be received for information.

**Recommendation No. 11**    *Directors' Constituency and Travel Expenses*

The Corporate and Administrative Services Committee recommended that the report titled Directors' Constituency and Travel Expenses for Period Ending March 31, 2018 be received for information.

**COMMUNICATIONS**

**Recommendation No. 12**    *Provincial Response to 2017 Resolutions*

The Corporate and Administrative Services Committee recommended that the correspondence from the Union of British Columbia Municipalities (UBCM) regarding provincial responses to the 2017 resolutions be received.

**ADJOURNMENT**                      12:40 p.m.

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Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 689.1**

A bylaw to amend *Sunshine Coast Regional District Cemetery Bylaw No. 689, 2014*

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WHEREAS the Board wishes to amend *Sunshine Coast Regional District Cemetery Bylaw No. 689, 2014*;

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 *Sunshine Coast Regional District Cemetery Amendment Bylaw No. 689.1, 2018*.
2. *Sunshine Coast Regional District Cemetery Bylaw No. 689, 2014* is hereby amended as follows:
  - a. Delete Schedule C in its entirety and replace with the revised Schedule C attached hereto.

READ A FIRST TIME                      this    10<sup>th</sup>    day of                      May, 2018

READ A SECOND TIME                    this    10<sup>th</sup>    day of                      May, 2018

READ A THIRD TIME                    this    10<sup>th</sup>    day of                      May, 2018

ADOPTED                                    this                      day of

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CORPORATE OFFICER

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CHAIR

**SUNSHINE COAST REGIONAL DISTRICT  
1975 Field Rd., Sechelt, BC V0N 3A1**

**SCHEDULE "C" - BYLAW NO. 689**

**FEES AND CHARGES**

**Grave Space**

Adult Size (incl. Care Fund Contribution of \$375.00)	\$ 1500.00
Infant /Child Size (incl. Care Fund Contribution of \$200.00)	800.00
Cremated Remains (incl. Care Fund Contribution of \$125.00)	500.00
Niche (incl. Care Fund Contribution of \$375.00)	1500.00

**Services**

**Opening and Closing Grave for Burial**

Adult	\$ 1300.00
Infant / Child	600.00
Cremated Remains	500.00
Niche	275.00

**Opening and Closing Grave for Exhumation**

Adult	\$ 2000.00
Infant /Child	1000.00
Cremated Remains	600.00
Niche	300.00

**Extra Charges for In Ground Interment**

After Hours - Monday to Friday	\$ 500.00
Saturday/Sunday or Statutory Holidays	600.00

**Extra Charges for Niche Inurnment**

After Hours - Monday to Friday	\$ 250.00
Saturday/Sunday or Statutory Holidays	400.00

**Installation of Memorials**

(includes Care Fund Contribution of \$37.50)	\$ 150.00
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**Goods**

Single Niche Place Inscription	\$ 250.00
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**Grave Liners**

Adult	\$ 358.00
Child	358.00
Infant	358.00
Cremated Remains	120.00

**Transfer Licence**

	\$ 35.00
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