



# 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, NOVEMBER 15, 2018

## AGENDA

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**CALL TO ORDER - to follow Infrastructure Services Committee**

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of October 25, 2018 Annex A  
Pages 1-7
3. Inaugural Board meeting minutes of November 8, 2018 Annex B  
pp 8-9

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PRESENTATIONS AND DELEGATIONS

### REPORTS

4. Senior Manager, Administration and Legislative Services - Chair's appointments to Standing and Select Committees (*for affirmation*) To come  
forward

### COMMUNICATIONS

### MOTIONS

### BYLAWS

5. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.177, 2018 – adoption* Annex C  
pp 10-11  
(Voting – Electoral Area Directors – 1 vote each)

### DIRECTORS' REPORTS

Verbal

### NEW BUSINESS

### IN CAMERA

### ADJOURNMENT

## UPCOMING MEETING DATES

### SCRD Board, Committee, and Advisory Committee Meetings (to December 15, 2018)

Planning and Community Development Committee	November 15 at 9:30 a.m.
Infrastructure Services Committee	November 15 at 1:30 p.m.
Regular Board	November 15 to follow Infrastructure Services Committee
Roberts Creek (Area D) Advisory Planning Commission	November 19 at 7:00 p.m.
Corporate and Administrative Services Committee	November 22 at 9:30 a.m.
Regular Board	November 22 at 1:30 p.m.
Halfmoon Bay (Area B) Advisory Planning Commission	November 27 at 7:00 p.m.
West Howe Sound (Area F) Advisory Planning Commission	November 27 at 7:00 p.m.
Egmont / Pender Harbour (Area A) Advisory Planning Commission	November 28 at 7:00 p.m.
Elphinstone (Area E) Advisory Planning Commission	November 28 at 7:00 p.m.
Special Corporate and Administrative Services Committee (Pre-Budget)	November 29 at 9:30 a.m.
Special Corporate and Administrative Services Committee (Pre-Budget)	November 30 at 9:30 a.m.
Planning and Community Development Committee	December 13 at 9:30 a.m.
Regular Board	December 13 at 1:30 p.m.

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

Suncoaster Trail Open House	November 14 at 5:00 p.m.
Zoning Bylaw 310 Public Open House	December 5 at 5:00 p.m.
Zoning Bylaw 310 Public Open House	December 6 at 5:00 p.m.

**Please note:** Meeting dates are current as of print date (November 9, 2018).



## SUNSHINE COAST REGIONAL DISTRICT

October 25, 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 F. Mauro M. Lebbell L. Hay (Alt) G. Nohr J. Valeriotte D. Wright K. Julius

**ALSO PRESENT:**

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
Deputy Corporate Officer / Recorder	S. Reid
Media	2
Public	13

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

**AGENDA** It was moved and seconded

305/18 THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes It was moved and seconded

306/18 THAT the Regular Board meeting minutes of October 11, 2018 be adopted as presented.

**CARRIED**

**REPORTS**

Planning

**It was moved and seconded**

307/18

THAT Planning and Community Development Committee recommendation Nos. 1-2, 4, 6-10 and 12-16 of October 11, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Zoning Amendment Bylaw No. 310.147 (BURNCO Rock Products)*

THAT the report titled Zoning Amendment Bylaw No. 310.147 Consideration of First Reading - (BURNCO Rock Products Ltd.) be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.147* be abandoned.

**Recommendation No. 2**     *Egmont/Pender Harbour Official Community Plan Bylaw No. 708, 2017 – Third Reading as amended and Adoption*

THAT the report titled Egmont/Pender Harbour Official Community Plan Bylaw No. 708, 2017 – Third Reading and Adoption be received;

AND THAT pursuant to the input received at the Public Hearing, Part Four: Regional Planning of the draft Official Community Plan be amended;

AND THAT *Egmont/Pender Harbour Official Community Plan Bylaw No. 708, 2017* be forwarded to the Board for Third Reading as amended and Adoption;

AND FURTHER THAT the Egmont/Pender Harbour Official Community Plan Review Committee be acknowledged and thanked for their efforts and contributions in creating the new Official Community Plan.

**Recommendation No. 4**     *Pender Harbour Ocean Discovery Station (PODS) Development*

THAT the report titled Introduction of Pender Harbour Ocean Discovery Station (PODS) Development be received;

AND THAT in advance of consideration of First Reading of Official Community Plan and Zoning Amendments for Pender Harbour Ocean Discovery Station (PODS) Development, this report be referred to the Egmont/Pender Harbour Advisory Planning Commission.

**Recommendation No. 6**     *Public Participation Phase 1 Zoning Bylaw 310 Update*

THAT the report titled Public Participation Phase 1 Zoning Bylaw 310 Update be received.

307/18 cont.      **Recommendation No. 7**      *Development Variance Permit DVP00039 (Barclay)*

THAT the report titled Development Variance Permit DVP00039 (Barclay) - Electoral Area A be received;

AND THAT Development Variance Permit DVP00039 to vary Section 405 of Zoning Bylaw No. 337, 1990, enabling the creation of 3 hooked parcels, be issued, subject to:

1. Registration of a restrictive covenant on the titles of the affected parcels prohibiting further subdivision of the lands adjacent to the shared-interest common lot unless the minimum parcel size is achieved;
2. Confirmation of registration of road access covenants and permits are in place through private and/or Crown land;
3. Comments received from the *shíshálh* Nation within the 60 day referral period.

**Recommendation No. 8**      *Planning and Community Development Department 2018 Q3 Report*

THAT the report titled Planning and Community Development Department - 2018 Q3 Report be received.

**Recommendation No. 9**      *Infrastructure Services Department 2018 Q3 Report*

THAT the report titled Infrastructure Services Department – 2018 Q3 Report be received.

**Recommendation No. 10**      *Fire Underwriters Survey Results for SCRD Fire Departments*

THAT the report titled Fire Underwriters Survey Results for SCRD Fire Departments be received.

**Recommendation No. 12**      *Area A APC Minutes of September 26, 2018*

THAT the Egmont/Pender Harbour Advisory Planning Commission minutes of September 26, 2018 be received.

**Recommendation No. 13**      *Area B APC Minutes of September 25, 2018*

THAT the Halfmoon Bay Advisory Planning Commission minutes of September 25, 2018 be received.

307/18 cont.      **Recommendation No. 14**      *Area D APC Minutes of September 17, 2018*

THAT the Roberts Creek Advisory Planning Commission minutes of September 17, 2018 be received.

**Recommendation No. 15**      *Area E APC Minutes of September 26, 2018*

THAT the Elphinstone Advisory Planning Commission minutes of September 26, 2018 be received.

**Recommendation No. 16**      *Area F APC Minutes of September 25, 2018*

THAT the West Howe Sound Advisory Planning Commission minutes of September 25, 2018 be received.

**CARRIED**

Planning

**It was moved and seconded**

308/18

THAT Planning and Community Development Committee recommendation No. 3 of October 11, 2018 be received, adopted and acted upon as follows:

**Recommendation No. 3**      *Zoning Amendment Bylaws to Implement Short Term Rental Accommodation Regulations*

THAT the report titled Zoning Amendment Bylaws to Implement Short Term Rental Accommodation Regulations be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118* be forwarded to the Board for First Reading;

AND THAT these bylaws be forwarded to the following stakeholders for comment:

- a) All Advisory Planning Commissions;
- b) shíshálh and Skwxwú7mesh Nations;
- c) District of Sechelt and Town of Gibsons;
- d) Roberts Creek Official Community Plan Committee;
- e) Pender Harbour Chamber of Commerce;
- f) Gibsons and Area Chamber of Commerce;
- g) Sechelt Chamber of Commerce;

308/18 cont.

- h) Sunshine Coast Tourism; and
- i) Habitat for Humanity Sunshine Coast.

AND THAT two public information meetings be held in different Electoral Areas prior to consideration of Second Reading of the Bylaws;

AND FURTHER THAT staff attend Advisory Planning Commissions and Roberts Creek Official Community Plan Committee meetings on this topic.

**CARRIED**

Election Results **It was moved and seconded**

309/18 THAT the report titled 2018 Local Government Election Results be received.

**CARRIED**

CAO Report **It was moved and seconded**

310/18 THAT the report titled Chief Administrative Officer's Report be received for information.

**CARRIED**

**COMMUNICATIONS**

SD46 **It was moved and seconded**

311/18 THAT the correspondence from Lori Pratt, Board Chair, School District No. 46 regarding SCRD Regional Growth Strategy and Water Sourcing Policy be received.

**CARRIED**

SD46 **It was moved and seconded**

312/18 THAT the correspondence from Lori Pratt, Board Chair, School District No. 46 regarding Zoning Amendment to prohibit cannabis stores and consumption lounges be received.

**CARRIED**

**BYLAWS**

Bylaw 708                    **It was moved and seconded**

313/18                    THAT *Egmont/Pender Harbour Official Community Plan Bylaw No. 708, 2017* be read a third time as amended.

**CARRIED**

Bylaw 708                    **It was moved and seconded**

314/18                    THAT *Egmont/Pender Harbour Official Community Plan Bylaw No. 708, 2017* be adopted.

**CARRIED**

Bylaw 310.184            **It was moved and seconded**

315/18                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.184, 2018* be read a first time.

**CARRIED**

Bylaw 337.118            **It was moved and seconded**

316/18                    THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.118, 2018* be read a first time.

**CARRIED**

**DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

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

**IN CAMERA                    It was moved and seconded**

317/18                    THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service...”.

**CARRIED**

*The Board moved out of In Camera at 2:18 p.m.*

Contract Award            **It was moved and seconded**

318/18                    THAT a contract for Snow Clearing Services Dakota Ridge RFP 18 356 be awarded to NB Contracting Ltd. for a three year term of up to \$195,000 (before GST);



318/18 cont. AND THAT the revised contract amounts be reflected in the 2019-2023 Financial Plan;

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

**CARRIED**

**ADJOURNMENT It was moved and seconded**

319/18 THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 2:18 p.m.

Certified correct \_\_\_\_\_  
Corporate Officer

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

\_\_\_\_\_  
Chair



## SUNSHINE COAST REGIONAL DISTRICT

November 8, 2018

MINUTES FROM THE INAUGURAL 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	L. Pratt
	Directors	L. Lee A. Tize D. McMahon M. Hiltz K. Julius D. Siegers T. Lamb B. Beamish
<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
	Sr Mgr, Human Resources	G. Parker
	Deputy Corporate Officer / Recorder	S. Reid
	Media	5
	Public	28

*Keith Julius provided a welcome on behalf of the shíshálh Nation.*

*The Corporate Officer administered the Oaths of Office.*

**CALL TO ORDER** The Corporate Officer assumed the Chair and called the Inaugural Board meeting to order at 2:00 p.m.

**ELECTION OF CHAIR** The Corporate Officer called for nominations for the position of Chair of the Regional District Board.

Director Siegers nominated Director Pratt. Director Pratt accepted the nomination.

The Corporate Officer called for nominations a second time.

The Corporate Officer called for nominations a third time.

There being no further nominations, nominations were closed.

Director Pratt was declared Chair of the Sunshine Coast Regional District Board.

**ELECTION OF VICE CHAIR**

Director Pratt assumed the Chair. Chair Pratt called for nominations for the position of Vice Chair of the Regional District Board.

Director Hiltz nominated Director Siegers. Director Siegers accepted the nomination.

Chair Pratt called for nominations a second time.

Chair Pratt called for nominations a third time.

There being no further nominations, nominations were closed.

Director Siegers was declared Vice Chair of the Sunshine Coast Regional District Board.

*Chair Pratt provided an inaugural message to the assembly.*

**ADJOURNMENT It was moved and seconded**

320/18 THAT the Inaugural Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 2:11 p.m.

Certified correct \_\_\_\_\_  
Corporate Officer

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

\_\_\_\_\_  
Chair

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW No. 310.177

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

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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. 310.177, 2018*.

#### PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:
  - a. Schedule B of Zoning Bylaw No. 310, 1987 is amended by rezoning Subdivision District I to Subdivision District G for the west portion of District Lot 1354 Group 1 New Westminster District Except: Firstly; Part in Highway Plan 14999 Secondly; Part Subdivided by Plan BCP40761, as depicted in Appendix A, attached to and forming part of this bylaw.

#### PART C – ADOPTION

READ A FIRST TIME this	25 <sup>TH</sup> DAY OF JANUARY	2018
READ A SECOND TIME this	24 <sup>TH</sup> DAY OF MAY	2018
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	12 <sup>TH</sup> DAY OF JUNE	2018
READ A THIRD TIME this	27 <sup>TH</sup> DAY OF SEPTEMBER	2018
ADOPTED this	DAY OF NOVEMBER	2018

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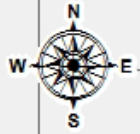
Corporate Officer

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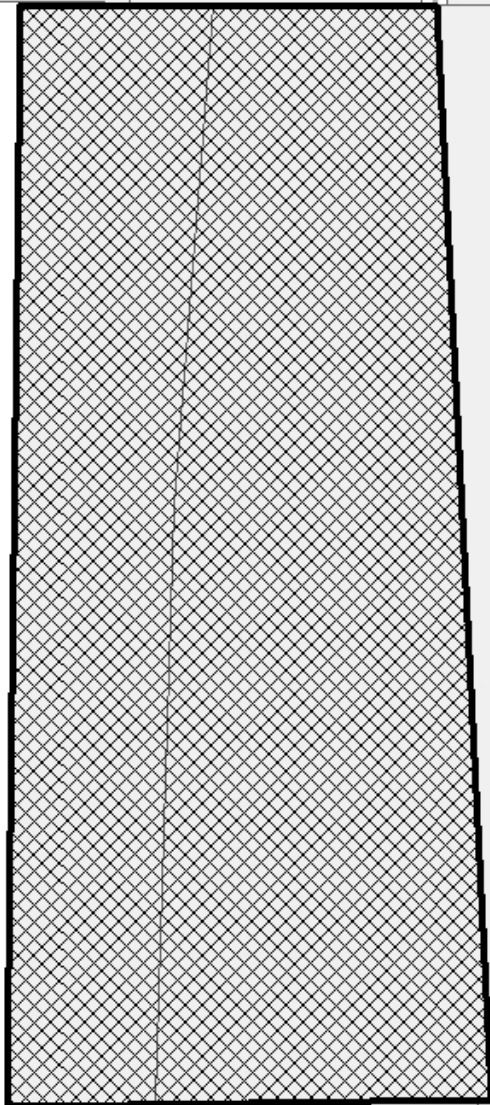
Chair

# Appendix A to Zoning Amendment Bylaw 310.177, 2018

Amend subdivision district from I to G for the subject area - west portion of District Lot 1354 Group 1 Westminster District Except: Firstly, Part in Highway Plan 14999 Secondly, Part Subdivided by Plan BCP4076



 Subject area



\_\_\_\_\_

Chair

\_\_\_\_\_

Corporate Officer