



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, JANUARY 10, 2019

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of December 13, 2018

Annex A
Pages 1-16

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Planning and Community Development Committee recommendation Nos. 1, 2, 4-6 and 8-17 of December 13, 2018 (*recommendation Nos. 3 and 7 previously adopted*)

Annex B
pp 17-21

COMMUNICATIONS

MOTIONS

BYLAWS

4. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017 – **Third reading***
(Voting – Electoral Area Directors – 1 vote each)
5. *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 – **First reading***
(Voting – Electoral Area Directors – 1 vote each)
6. *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 – **First reading***
(Voting – Electoral Area Directors – 1 vote each)

Annex C
pp 22-24

Annex D
pp 25-26

Annex E
pp 27-28

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to January 31, 2019)

Planning and Community Development Committee	January 10 at 9:30 a.m.
Regular Board	January 10 at 1:30 p.m.
Sunshine Coast Regional Hospital District	January 10 at 3:30 p.m.
Natural Resources Advisory Committee (NRAC)	January 16 at 3:30 p.m.
Roberts Creek (Area D) Advisory Planning Commission	January 21 at 7:00 p.m.
Agricultural Advisory Committee (AAC)	January 22 at 3:30 p.m.
Halfmoon Bay (Area B) Advisory Planning Commission	January 22 at 7:00 p.m.
Elphinstone (Area E) Advisory Planning Commission	January 23 at 7:00 p.m.
Infrastructure Services Committee	January 24 at 9:30 a.m.
Policing Committee	January 24 at 1:30 p.m.
Transportation Advisory Committee	January 24 at 2:45 p.m.
Egmont / Pender Harbour (Area A) Advisory Planning Commission	January 30 at 7:00 p.m.
Corporate and Administrative Services Committee	January 31 at 9:30 a.m.
Regular Board	January 31 at 1:30 p.m.

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

Local Government Leadership Academy (LGLA) Electoral Area Directors Forum	January 16 to 18
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Please note: Meeting dates are current as of print date (January 4, 2019).



SUNSHINE COAST REGIONAL DISTRICT

December 13, 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	L. Pratt
	Directors	D. Siegers L. Lee A. Tize D. McMahon M. Hiltz B. Beamish T. Lamb
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	Sr Mgr, Administration and Legislative Services	A. Legault
	GM, Planning and Community Development	I. Hall
	GM, Infrastructure Services	R. Rosenboom
	Deputy Corporate Officer / Recorder	S. Reid
	Media	0
	Public	12

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

337/18 THAT the amended agenda for the meeting be adopted to include:

- New Business: Motion regarding Clack Creek

CARRIED

MINUTES

Minutes It was moved and seconded

338/18 THAT the Regular Board meeting minutes of November 22, 2018 be adopted as presented.

CARRIED

REPORTS

Corporate

It was moved and seconded

339/18

THAT Corporate and Administrative Committee recommendation Nos. 1-7 and 9-12 and of November 22, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Skating Club – Request for Year Round Ice*

THAT the delegation material from Skate Canada and the Sunshine Coast Skating Club be received.

Recommendation No. 2 *Cost Benefit Analysis for Year Round Ice*

THAT staff report prior to Round One budget deliberations, on the implications of maintaining year-round ice in one facility, including a cost benefit analysis and impact of water and energy usage.

Recommendation No. 3 *Financial Overview*

THAT the presentation titled A Financial Overview be received.

Recommendation No. 4 *Budget Project Status Report*

THAT the report titled Budget Project Status Report – November 2018 be received.

Recommendation No. 5 *BDO Canada Audit Planning Letter*

THAT the report titled BDO Canada Audit Planning Letter be received;

AND THAT the Audit Planning Communication from BDO Canada LLP with respect to the Audit of the Financial Statements of the Sunshine Coast Regional District (SCRD) and Foreshore Leases (Hillside) for the year ended December 31, 2018 be received.

Recommendation No. 6 *2019-2023 Financial Plan Process and Timetable*

THAT the report titled 2019-2023 Financial Plan Process and Timetable be received.

Recommendation No. 7 *Contracts Between \$50,000 and \$100,000*

THAT the report titled Contracts Between \$50,000 and \$100,000 from July 1 to October 31, 2018 be received for information.

339/18 cont. **Recommendation No. 9** *Gibsons and District Public Library HVAC Unit Replacement Funding*

THAT the report titled Gibsons and District Public Library HVAC Unit Replacement Funding be received;

AND THAT an application for short term capital financing be forgone;

AND FURTHER THAT remaining required funding in the amount of \$14,051 be transferred from capital reserves.

Recommendation No. 10 *Information Technology Equipment Financing Loan Application*

THAT the report titled Information Technology Equipment Financing Loan Application be received;

AND THAT a loan of up to \$70,000 for a term of 3 years be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of Information Technology Hardware.

Recommendation No. 11 *Status of Operating and Capital Reserves*

THAT the report titled Status of Operating and Capital Reserves at October 31, 2018 be received for information.

Recommendation No. 12 *Gas Tax Agreement – Community Works Fund*

THAT the report titled Gas Tax Agreement – Community Works Fund be received for information.

CARRIED

Special Corporate **It was moved and seconded**

340/18 THAT Special Corporate and Administrative Services Committee (Pre-Budget) recommendation Nos. 1-14 of November 29, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *2019 Budget Presentation*

THAT the presentation titled Sunshine Coast Regional District Pre-Budget Overview, the materials presented at the meeting (Financial Sustainability Policy, 2018 Participating Area Service Listing Grid and the November 2018 Budget Project Status Report) and the Proposed Initiatives Project List be received.

Recommendation No. 2 *2019-2023 Financial Plan Overview*

THAT the report titled 2019-2023 Financial Plan Overview be received.

340/18 cont. **Recommendation No. 3** *Annual Support Service Allocation Policy Review*

THAT the report titled Annual Support Service Allocation Policy Review be received;

AND THAT the 2019 Support Services Allocation Policy be amended to reflect the Sunshine Coast Regional District's (SCRD) updated financial account structure;

AND FURTHER THAT the Support Services Allocation Policy be approved as amended.

Recommendation No. 4 *2018 Project Carry-Forward Requests*

THAT the report titled 2018 Project Carry-Forward Requests be received.

Recommendation No. 5 *2018 Carry-Forwards and 2019 Proposed Initiatives*

THAT the report titled 2018 Carry-Forwards and 2019 Proposed Initiatives be received.

Recommendation No. 6 *2019 Budget Proposal for [200] Bylaw Enforcement*

THAT the Round 1 Budget Proposal for the proposed initiative Bylaw Enforcement [200] Increase HR Plan – 0.2 FTE include options to increase hours of service to provide weekend coverage.

Recommendation No. 7 *2018 Project Carry-Forward Requests*

THAT the 2018 Project Carry-Forward Requests for Universal Water Meter Installations – Phase 3 – District of Sechelt [370] and the following Bicycle and Walking Path Projects not be carried-forward to the 2019-2023 Financial Plan and that staff report on next steps and options related to these projects in 2019:

- [667] Lily Lake Path – Planning and Engineering;
- [665] Gower to Gibsons – Construction
- [665] Beach Avenue (South of Flume Park) – Curb Retrofit
- [665] Highway 101 to Mintie Road – Planning and Construction
- [665] Lower Road – Planning
- [665] Highway 101 (East of Poplars Park) – Phase I Maintenance Repairs
- [665] Roberts Creek Village to Pier – Planning;

340/18 cont.

AND THAT the remaining 2018 carry-forward projects and associated funding be included in the 2019-2023 Financial Plan;

AND FURTHER THAT staff be authorized to continue and proceed with the 2018 carry-forward projects prior to adoption of the 2019-2023 Financial Plan.

Recommendation No. 8 *2019 Budget Proposal for Video Streaming Meetings*

THAT a Budget Proposal be brought forward to Round 1 Budget with feasibility, cost estimates and options to video stream Standing Committee and Board meetings to the internet.

Recommendation No. 9 *2019 Budget Proposal for Trail Extension*

THAT a Budget Proposal be brought forward to Round 1 Budget with feasibility, cost estimates and funding options to extend the trail from Ocean Beach Esplanade in Electoral Area E to Lower Road in Electoral Area D.

Recommendation No. 10 *Corporate and Administrative Services Projects*

THAT for 2019 Round 1 Budget, staff present budget proposals for the following Corporate and Administrative Services projects:

- [110] – Website (Phase I) - Consulting Services;
- [113] – Insurance Asset Appraisal;
- [200] – Increase Human Resource Plan by 0.2 FTE for Bylaw Enforcement.

Recommendation No. 11 *Planning and Community Development Projects*

THAT for 2019 Round 1 Budget the following Categorized Mandatory Planning and Community Development projects be included in the 2019 budget:

- [210] – Portable and Mobile Radio Replacements (Imminent Asset Failure);
- [210] – Replace Auto Extrication Equipment (Imminent Asset Failure);
- [210] – Hazardous Material Response Equipment (Regulatory Compliance);
- [212] – Portable Radio Replacements (Imminent Asset Failure);
- [216] – Portable Radio Replacements (Imminent Asset Failure);

340/18 cont.

- [218] – Portable Radio Replacements (Imminent Asset Failure);
- [615] – Arena Regulatory Requirements – Base Budget Adjustment (Regulatory Compliance).

Recommendation No. 12 *Planning and Community Development Projects*

THAT for 2019 Round 1 Budget, staff present budget proposals for the following Planning and Community Development projects:

- [345] – Ports Capital Maintenance;
- [345] – Ports Major Inspections;
- [625] – Maintenance and Capital Repairs;
- [625] – Facility Operation Services;
- [650] – Parks Vehicle Replacement;
- [670] – Recreation Partnership with School District 46 – Roberts Creek School.

Recommendation No. 13 *Infrastructure Services Projects*

THAT for 2019 Round 1 Budget the following Categorized Mandatory Infrastructure Services projects be included in the 2019 budget:

- [312] – Exhaust Venting System (Safety Requirement);
- [350] – Sechelt Landfill Upgrade to Infiltration Pond (Regulatory Compliance);
- [365] – Pool Road Right of Way Acquisition (Regulatory Compliance);
- [365] – Garden Bay UV Reactor Purchase (Regulatory Compliance);
- [366] – Mark Way / Chris Way / Bargain Harbour Road Water Main Replacements (Imminent Asset Failure);
- [366] – Treatment Plant Streaming Current Monitor (Imminent Asset Failure);
- [370] – Chapman Water Treatment Plant Water Quality Monitoring System Upgrades (Imminent Asset Failure);
- [370] – Edwards Lake Dam Safety Audit (Regulatory Compliance);

340/18 cont.

- [391] – Curran Road – Marine Outfall Anchor Weights Replacement (Imminent Asset Failure).

Recommendation No. 14 *Infrastructure Services Projects*

THAT for 2019 Round 1 Budget, staff present budget proposals for the following Infrastructure Services projects:

- [312] – Mason Road Forklift Replacement
- [350] – 2019 WildsafeBC Program;
- [350] – Annual Landfill Maintenance for Various Landfill Sites;
- [365] – Daniel Point Reservoir Water Quality Monitoring Improvement;
- [365] – Katherine Creek Flow Monitoring;
- [365] – Utility Services Vehicle Replacements;
- [366] – Building Maintenance;
- [370] – Water Sourcing Policy;
- [370] – Building Maintenance;
- [370] – Utility Services Vehicle Replacements.

CARRIED

Special Corporate **It was moved and seconded**

341/18

THAT Special Corporate and Administrative Services Committee (Pre-Budget) recommendation Nos. 1-23 of November 30, 2018 be received, adopted and acted upon as follows:

Recommendation No. 1 *Appointment of Vice-Chair*

THAT Alternate Director Toth be appointed as Vice-Chair of the November 30, 2018 Special Corporate and Administrative Services Committee.

Recommendation No. 2 *Community Partners and Stakeholders 2018 Budget Requests*

THAT the report titled Community Partners and Stakeholders 2018 Budget Requests be received.

341/18 cont.

Recommendation No. 3 *Sechelt Public Library*

THAT the Sechelt Public Library provide information to Round 1 Budget regarding options and feasibility of increasing automation versus increasing staff complement.

Recommendation No. 4 *Sechelt Public Library*

THAT the budget submission from the Sechelt Public Library be received and moved to 2019 Round 1 Budget.

Recommendation No. 5 *Gibsons and District Public Library*

THAT the budget submission from the Gibsons and District Public Library be received and moved to 2019 Round 1 Budget.

Recommendation No. 6 *Roberts Creek Community Library*

THAT the budget submission from the Roberts Creek Community Library be received and moved to 2019 Round 1 Budget.

Recommendation No. 7 *Pender Harbour Reading Centre*

THAT the budget submission from the Pender Harbour Reading Centre be received and moved to 2019 Round 1 Budget.

Recommendation No. 8 *Pender Harbour Health Centre*

THAT the Pender Harbour Health Centre provide further information to Round 1 Budget regarding planned upkeep for the Health Centre building.

Recommendation No. 9 *Pender Harbour Health Centre*

THAT the budget submission from the Pender Harbour Health Centre be received and moved to 2019 Round 1 Budget.

Recommendation No. 10 *Sechelt Community Archives*

THAT the budget submission from the Sechelt Community Archives be received and moved to 2019 Round 1 Budget.

Recommendation No. 11 *Sunshine Coast Museum and Archives*

THAT the budget submission from the Sunshine Coast Museum and Archives be received and moved to 2019 Round 1 Budget.

Recommendation No. 12 *Skookumchuck Museum / Egmont Heritage Centre*

THAT the budget submission and special project request from the Skookumchuck Museum / Egmont Heritage Centre be received and moved to 2019 Round 1 Budget.

341/18 cont.

Recommendation No. 13 *Sunshine Coast Community Services Society: Youth Outreach Worker*

THAT the budget submission from the Sunshine Coast Community Services Society: Youth Outreach Worker be received and moved to 2019 Round 1 Budget.

Recommendation No. 14 *Halfmoon Bay-Chatelech Community School Association*

THAT the budget submission including Halfmoon Bay Tween Night special request from the Halfmoon Bay-Chatelech Community School Association be received and moved to 2019 Round 1 Budget.

Recommendation No. 15 *Sechelt Community Schools Society*

THAT the budget submissions from the Sechelt Community Schools Society be received and moved to 2019 Round 1 Budget.

Recommendation No. 16 *Pender Harbour Community School Society*

THAT the budget submissions from the Pender Harbour Community School Society be received and moved to 2019 Round 1 Budget.

Recommendation No. 17 *Roberts Creek Community School Society*

THAT the budget submission from the Roberts Creek Community School Society be received and moved to 2019 Round 1 Budget.

Recommendation No. 18 *Economic Development Submissions*

THAT the budget submissions from Sunshine Coast Tourism, Pender Harbour and District Chamber of Commerce, Coast Cultural Alliance and Gibsons and District Chamber of Commerce be received and moved to 2019 Round 1 Budget.

Recommendation No. 19 *Sunshine Coast Tourism – Municipal and Regional District Tax Program*

THAT staff report to Round 1 Budget with the history of Sunshine Coast Tourism and the Municipal and Regional District Tax Program.

Recommendation No. 20 *Visitor's Centres on the Sunshine Coast*

THAT Sunshine Coast Tourism provide information to Round 1 Budget regarding the current situation, the long term strategy and the timelines regarding visitors' centre transitions on the Sunshine Coast.

341/18 cont. **Recommendation No. 21** *Sechelt Public Library Funding and Service Agreement Options*

THAT the report titled Sechelt Public Library Funding and Service Agreement Options be received;

AND THAT staff be authorized to meet with the Sechelt Public Library, District of Sechelt and Sechelt Indian Government District to discuss options;

AND THAT a draft Funding and Service Agreement be brought to a future committee for consideration;

AND FURTHER THAT the SCRD continue to provide its funding share to the Library as set out in the payment terms of the prior agreement and based on the 2018 allocations, until such time as the future agreement can be reached.

Recommendation No. 22 *Sechelt Public Library*

THAT staff report to a future committee regarding the historical context of the Sechelt Public Library funding and service.

Recommendation No. 23 *Sechelt Public Library*

THAT the correspondence from the Sechelt Public Library Board Chair dated November 19 and November 23, 2018 regarding Sechelt Public Library Funding and Service Agreement be received.

CARRIED

Planning **It was moved and seconded**

342/18 THAT Planning and Community Development Committee recommendation Nos. 3 and 7 of December 13, 2018 be received, adopted and acted upon as follows:

Recommendation No. 3 *DL 1313 Land Use*

THAT the report titled DL 1313 Land Use be received;

AND THAT BC Timber Sales be requested to share with SCRD the results of the independent, professional assessment of DL 1313 (A91376);

AND THAT with respect to DL 1313, Vancouver Coastal Health be requested to review concerns related to the protection of drinking water in alignment with legislation.

342/18 cont. **Recommendation No. 7** *Community Resiliency Investment Program Grant Application*

THAT the report titled Community Resiliency Investment Program Grant Application be received;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Resiliency Investment Program for development of a Community Wildfire Protection Plan for SCRD Parks be approved.

CARRIED

Board Appointments **It was moved and seconded**

343/18 THAT the report titled 2019 Board Appointments be received;

AND THAT the following list of Board appointments be adopted as amended as follows:

Board Liaison Appointments to SCRD Advisory Committees

Agricultural Advisory Committee (AAC) (non-voting)	Board Liaison Alternate	Mark Hiltz Donna McMahon
Natural Resources Advisory Committee (NRAC) (non-voting)	Board Liaison Alternate	Andreas Tize Mark Hiltz
Solid Waste Management Plan Monitoring Advisory Committee (PMAC) (non-voting)	Board Liaison Alternate	Donna McMahon Leonard Lee
Ports Monitors Committee (POMO) (non-voting)	Board Liaison Alternate	Mark Hiltz Lori Pratt

Director Appointments to SCRD Sub-Committees

Joint Use of Schools Subcommittee	SCRD Appointees Alternate	Leonard Lee Andreas Tize Lori Pratt
Joint Watershed Management Advisory Committee	SCRD Appointees Alternate	Mark Hiltz Andreas Tize Donna McMahon Darnelda Siegers Lori Pratt
Heritage Protocol Committee	SCRD	All Directors
Gibsons & District Fire Commission	Area F Appointee Area E Appointee	Mark Hiltz Donna McMahon

343/18 cont.

Appointments to Other Committees and Boards

Gibsons & District Library	SCRD Appointee Alternate	Donna McMahon Mark Hiltz
Sechelt Public Library	SCRD Appointee Alternate	Lori Pratt Leonard Lee
Municipal Finance Authority	SCRD Appointee Alternate	Lori Pratt Mark Hiltz
Municipal Insurance Association	SCRD Appointee Alternate	Lori Pratt Andreas Tize
Metro Vancouver Aboriginal Relations Committee	SCRD Appointee	Andreas Tize
Island Coastal Economic Trust (ICET)	Board Chair	Lori Pratt
AVICC Special Committee on Solid Waste Management	SCRD Appointee	Leonard Lee
Sunshine Coast Youth Awareness Committee	SCRD Appointee	Andreas Tize
Gibsons Chamber of Commerce	Board Liaison	<i>Donna McMahon</i>

CARRIEDBudget Schedule **It was moved and seconded**

344/18

THAT the report titled 2019 Round One Budget Meeting Schedule Changes be received;

AND THAT the Special Corporate and Administrative Services Committee Round One Budget meetings be rescheduled to February 4 and 5, 2019.

CARRIED**COMMUNICATIONS**Municipal Affairs **It was moved and seconded**

345/18

THAT the correspondence from Selina Robinson, Minister of Municipal Affairs and Housing regarding congratulations on Board members' recent election be received.

CARRIED

Auditor General **It was moved and seconded**

346/18 THAT the correspondence from Gordon Ruth, Auditor General for Local Government regarding introductory letter to new Councils and Boards be received.

CARRIED

MOTIONS

Resignation **It was moved and seconded**

347/18 THAT the resignations of Laura Houle and Maura Laverty from the West Howe Sound (Area F) Advisory Planning Commission be received.

CARRIED

District Lot 1313 **It was moved and seconded**

348/18 THAT the SCRD Board write immediately to the Premier and Cabinet requesting an immediate Cabinet Order be issued, pursuant to Section 7 of the *Environment and Land Use Act*, to suspend the pending auction of Timber Sale Licence A91376 on January 1, 2019, in order to protect the property from any changes until the Regional District determines policy for properties in the urban/rural interface on the lower Sunshine Coast;

AND THAT the Chair be directed to contact by phone the Hon. Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) to advise him of the letter, provide him with an overview of the situation, and ask him to intervene on the side of caution to postpone the January 1, 2019 auction to provide the SCRD with time to formulate policy;

AND THAT the Chair be directed to report the results of the conversation to the rest of the Board before the start of the 2018 December holiday break;

AND FURTHER THAT Director McMahon be authorized to accompany the Chair to meet with the Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) being scheduled in the new year.

CARRIED

BYLAWS

Bylaw 720 **It was moved and seconded**

349/18 THAT the report titled 2019 Revenue Anticipation Borrowing Bylaw be received.

CARRIED

Revenue Anticipation **It was moved and seconded**

350/18 THAT staff provide a cost benefit analysis of revenue anticipation borrowing as opposed to using Regional District investments and reserves in early 2019.

CARRIED

Bylaw 720 **It was moved and seconded**

351/18 THAT *Sunshine Coast Regional District 2019 Revenue Anticipation Borrowing Bylaw No. 720, 2018* be read a first time.

CARRIED

Bylaw 720 **It was moved and seconded**

352/18 THAT *Sunshine Coast Regional District 2019 Revenue Anticipation Borrowing Bylaw No. 720, 2018* be read a second time.

CARRIED

Bylaw 720 **It was moved and seconded**

353/18 THAT *Sunshine Coast Regional District 2019 Revenue Anticipation Borrowing Bylaw No. 720, 2018* be read a third time.

CARRIED

Bylaw 720 **It was moved and seconded**

354/18 THAT *Sunshine Coast Regional District 2019 Revenue Anticipation Borrowing Bylaw No. 720, 2018* be adopted.

CARRIED

Bylaw 719 **It was moved and seconded**

355/18 THAT the report titled Square Bay Wastewater Treatment Facility Security Issuing be received.

CARRIED

Bylaw 719 **It was moved and seconded**

356/18 THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 719, 2018* be read a first time.

CARRIED

Bylaw 719 **It was moved and seconded**
357/18 THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 719, 2018* be read a second time.

CARRIED

Bylaw 719 **It was moved and seconded**
358/18 THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 719, 2018* be read a third time.

CARRIED

Bylaw 719 **It was moved and seconded**
359/18 THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 719, 2018* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

Clack Creek **It was moved and seconded**
360/18 THAT the SCRD request the Ministry of Forests, Lands, Natural Resource Operations and Rural Development defer plans for timber harvesting of BC Timber Sales Cutblock A93884 (Clack Creek) until a land use plan for the Mount Elphinstone portion of the Chapman Landscape Unit is in place as per their July 2018 expression of interest in exploring options with the SCRD for a plan for the Mount Elphinstone area within the Chapman Landscape Unit;

AND THAT SCRD staff contact staff at the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) for a status update on land use plans for the Mount Elphinstone portion of the Chapman Landscape Unit.

DEFEATED

Clack Creek **It was moved and seconded**
361/18 THAT SCRD staff contact staff at the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) for a status update on land use plans for the Mount Elphinstone portion of the Chapman Landscape Unit;

361/18 cont. AND THAT the Chair include the issue of deferring harvesting of BC Timber Sales Cutblock A93884 (Clack Creek) until a land use plan for the Mount Elphinstone portion of the Chapman Landscape Unit is in place during the planned meeting with the Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) in the new year.

CARRIED

ADJOURNMENT It was moved and seconded

362/18 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:55 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

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

December 13, 2018

RECOMMENDATIONS FROM THE PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	B. Beamish
	Directors	A. Tize L. Lee L. Pratt D. McMahon M. Hiltz D. Siegers T. Lamb
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	GM, Planning and Community Development	I. Hall
	GM, Infrastructure Services	R. Rosenboom (part)
	Manager, Planning and Development	A. Allen
	Senior Planner	Y. Siao (part)
	Senior Planner	J. Jackson (part)
	Alternate Director, Town of Gibsons	D. Croal
	Alternate Director, Elphinstone	S. Grindon
	Administrative Assistant / Recording Secretary	A. O'Brien
	Public	19 (part)
	Media	1

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended as follows:

- Agenda Items No. 4 and 5 re-ordered before Item No. 2
- Add Correspondence from Lee Ann Johnson, Chair, Sunshine Coast Conservation Association, dated December 1, 2018 regarding Crown Lease for DL 1313 / Reed Road Forest.

REPORTS

Recommendation No. 1 *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 - Pender Harbour Ocean Discovery Station (PODS)*

The Planning and Community Development Committee recommended that the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 Consideration for First Reading – Pender Harbour Ocean Discovery Station (PODS) be received;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1* and *Electoral Area A Zoning Amendment Bylaw No. 337.116* be forwarded to the Board for First Reading;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1* and *Electoral Area A Zoning Amendment Bylaw No. 337.116* be referred to the following agencies for comment:

- Egmont / Pender Harbour Advisory Planning Commission;
- Pender Harbour Volunteer Fire Department;
- shíshálh Nation;
- Ministry of Transportation and Infrastructure;
- Vancouver Coastal Health

AND FURTHER THAT after First Reading of *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1* and *Electoral Area A Zoning Amendment Bylaw No. 337.116*, two public information meetings, one for the surrounding neighbourhood of the subject site and the other for the broader community, be held in regard to the bylaws.

Recommendation No. 2 *Coopers Green Hall Capital Funding Plan*

The Planning and Community Development Committee recommended that the report titled *Coopers Green Hall Capital Funding Plan* be received;

AND THAT staff submit an application for grant funding for the *Coopers Green Hall* replacement project through *the Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream*;

AND THAT should the grant be successful, the Sunshine Coast Regional District commits to its share of funding (\$946,858) for the project through confirmed community contributions totaling \$355,666 and short-term borrowing of \$591,192 for a maximum term of five years;

AND FURTHER THAT any future grants or donations received toward the *Coopers Green Hall* project be used to offset short-term borrowing, subject to ICIP grant conditions.

Lee Ann Johnson, Chair, Sunshine Coast Conservation Association provided a summary of the correspondence dated December 1, 2018 regarding potential Crown Lease of DL 1313 to be used as an educational forest.

Recommendation No. 3 *DL 1313 Land Use*

The Planning and Community Development Committee recommended that the report titled *DL 1313 Land Use* be received;

AND THAT BC Timber Sales be requested to share with SCRD the results of the independent, professional assessment of *DL 1313 (A91376)*;

AND THAT with respect to *DL 1313*, Vancouver Coastal Health be requested to review concerns related to the protection of drinking water in alignment with legislation;

AND FURTHER THAT this recommendation be forwarded to the Regular Board Meeting of December 13, 2018.

Recommendation No. 4 *Correspondence from Sunshine Coast Conservation Association*

The Planning and Community Development Committee recommended that the correspondence from Lee Ann Johnson, Chair, Sunshine Coast Conservation Association, dated December 1, 2018 regarding Crown Lease for DL 1313 / Reed Road Forest be received;

AND THAT staff report to a future Committee on whether the Sunshine Coast Conservation Association proposal meets the requirements for a Crown Lease of DL 1313.

Recommendation No. 5 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017 (Gibsons Ready Mix, Gilmour Road)*

The Planning and Community Development Committee recommended that the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017 (Gibsons Ready Mix, Gilmour Road) Public Hearing Report and Consideration of Third Reading – Electoral Area E be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017* be forwarded to the Board for Third Reading;

AND FURTHER THAT before *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017* be considered for adoption, the following conditions be met:

- a) receipt of approval from Ministry of Transportation and Infrastructure under Section 52 (3) of the Transportation Act; and
- b) registration on title of a covenant outlining the following conditions prior to operation of a concrete batch plant:
 - i. installation of an approved connection to the regional water system, including provision for firefighting; and
 - ii. require receipt and approval by the Regional District of a dust management plan, which includes collection of rainwater.

Recommendation No. 6 *Truman Road Beach Access Permit Cancellation*

The Planning and Community Development Committee recommended that the report titled Truman Road Beach Access Permit Cancellation (Electoral Area B) be received;

AND THAT SCR D approve the cancellation of Ministry of Transportation and Infrastructure Permit #01-005-12930 for a beach access in the Truman Road area;

AND THAT staff research, with neighbourhood participation, opportunities to enhance the Crab Road Beach Access and report back to a future Committee;

AND FURTHER THAT as part of exploring Crab Road Beach Access enhancement opportunities, this report be referred to the Electoral Area B (Halfmoon Bay) Advisory Planning Commission.

Recommendation No. 7 *Community Resiliency Investment Program Grant Application*

The Planning and Community Development Committee recommended that the report titled Community Resiliency Investment Program Grant Application be received;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Resiliency Investment Program for development of a Community Wildfire Protection Plan for SCRD Parks be approved;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of December 13, 2018.

Recommendation No. 8 *Regional Growth Strategy Options Report*

The Planning and Community Development Committee recommended that the report titled Regional Growth Strategy Options Report be received;

AND THAT staff work with the District of Sechelt, Town of Gibsons, Skwxwú7mesh Nation, shíshálh Nation and School District 46 to organize an intergovernmental meeting in early 2019 regarding a Regional Growth Strategy.

Remko Rosenboom, General Manager, Infrastructure Services, provided a power point presentation as an introduction to the staff report titled 2018 Water Demand Analysis.

Recommendation No. 9 *2018 Water Demand Analysis*

The Planning and Community Development Committee recommended that the report titled 2018 Water Demand Analysis be received for information;

AND THAT the Water Demand Analysis report provided by Integrated Sustainability be reviewed in the context of the Town of Gibsons providing water to Zone 3 by 2020.

Recommendation No. 10 *Growth Management Options*

The Planning and Community Development Committee recommended that staff provide a report to a Committee in Q1 2019 regarding tools, options, and approaches related to the management of growth and development on the Sunshine Coast in the context of a water supply deficit.

Recommendation No. 11 *Area A APC Minutes of November 28, 2018*

The Planning and Community Development Committee recommended that the Egmont/Pender Harbour Advisory Planning Commission minutes of November 28, 2018 be received.

Recommendation No. 12 *Area B APC Minutes of November 27, 2018*

The Planning and Community Development Committee recommended that the Halfmoon Bay Advisory Planning Commission minutes of November 27, 2018 be received.

Recommendation No. 13 *Area D APC Minutes of November 19, 2018*

The Planning and Community Development Committee recommended that the Roberts Creek Advisory Planning Commission minutes of November 19, 2018 be received.

Recommendation No. 14 *Area E APC Minutes of November 28, 2018*

The Planning and Community Development Committee recommended that the Elphinstone Advisory Planning Commission minutes of November 28, 2018 be received.

COMMUNICATIONS

Recommendation No. 15 *Correspondence from the Truck Loggers Association*

The Planning and Community Development Committee recommended that the correspondence from David Elstone, Executive Director, Truck Loggers Association, dated April 27, 2018 (received November 23, 2018) regarding retention of the Mt. Elphinstone area as part of the working forest be received.

Recommendation No. 16 *Correspondence from BC Timber Sales*

The Planning and Community Development Committee recommended that the correspondence from Noel Poulin, Woodlands Supervisor – Powell River, BC Timber Sales Chinook Business Area, dated October 28, 2019 regarding BC Timber Sales Operational Plan 2018-2022 be received.

Recommendation No. 17 *Correspondence from School District 46*

The Planning and Community Development Committee recommended that the correspondence from Pammila Ruth, Board Chair, School District 46, dated November 29, 2018 regarding Zoning Amendment to prohibit Cannabis Stores and Consumption Lounges be received.

The Committee recessed at 11:50 a.m. and reconvened at 11:58 a.m.

IN CAMERA

The Committee moved In Camera at 11:58 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1)(k) and (2)(b) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages...” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”;

AND THAT Dave Croal, Alternate Director for the Town of Gibsons and Stephanie Grindon, Alternate Director for Elphinstone, be authorized to be in attendance for the In Camera meeting.

The Committee moved out of In Camera at 12:07 p.m.

ADJOURNMENT 12:07 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 310.175**

A bylaw to amend *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 the *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017*.

PART B – AMENDMENT

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

Part X (Rural Zones), Section 1011 RU2 Zone (Rural Two):

- a) renumbering 1011.6 to 1011.9 as 1011.7 to 1011.10;
- b) inserting 1011.6 in numerical order as follows:

Site Specific Uses

1011.6 In addition to the uses permitted in Sections 1011.1 to 1011.3, the following use is permitted on Block 6 except: Part Now Road Plan LMP1312, District Lot 1657, Plan 4563 and Block 7 except: Part Now Road Plan LMP1312, District Lot 1657, Plan 4563:

- (1) concrete batch plant.

PART C – ADOPTION

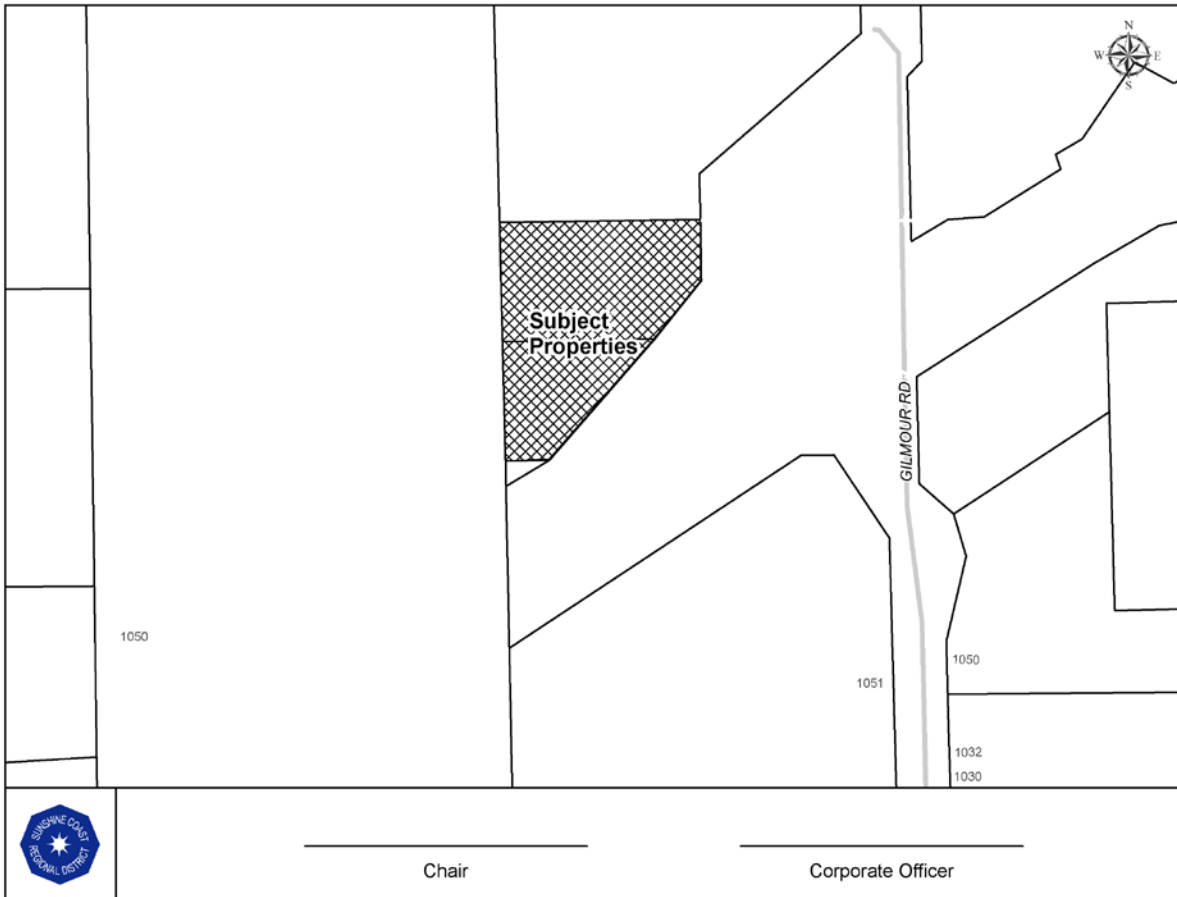
READ A FIRST TIME this	26 th	DAY OF OCTOBER ,	2017
READ A SECOND TIME this	28 th	DAY OF JUNE ,	2018
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	18 th	DAY OF JULY ,	2018
READ A THIRD TIME this		DAY OF MONTH ,	YEAR
ADOPTED this		DAY OF MONTH ,	YEAR

Corporate Officer

Chair

**APPENDIX A to
Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017**

Rezoning Block 6 except: Part Now Road Plan LMP1312, District Lot 1657, Plan 4563 and Block 7 except: Part Now Road Plan LMP1312, District Lot 1657, Plan 4563 to include concrete batch plant as a permitted use



SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 708.1

A bylaw to amend the *Egmont / Pender Harbour Official Community Plan Bylaw No. 708, 2017*

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 *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019*.

PART B – AMENDMENT

2. *Egmont / Pender Harbour Official Community Plan Bylaw No. 708, 2017* is hereby amended as follows:

Map 1: Land Use Designations is amended by re-designating Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from “Tourist Commercial” to “Public Uses and Utilities”.

PART C – ADOPTION

READ A FIRST TIME this DAY OF MONTH YEAR

PURSUANT TO SECTION 475 OF THE LOCAL GOVERNMENT ACT CONSULTATION REQUIREMENTS CONSIDERED this DAY OF MONTH YEAR

READ A SECOND TIME this DAY OF MONTH YEAR

CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE LOCAL GOVERNMENT ACT this DAY OF MONTH YEAR

PUBLIC HEARING HELD PURSUANT TO
THE *LOCAL GOVERNMENT ACT* this

DAY OF MONTH YEAR

READ A THIRD TIME this

DAY OF MONTH YEAR

ADOPTED this

DAY OF MONTH YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 337.116

A bylaw to amend the *Sunshine Coast Regional District Electoral Area A Zoning Bylaw No. 337, 1990*

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 Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Electoral Area A Zoning Bylaw No. 337, 1990* is hereby amended as follows:
 - i. Schedule A is amended by rezoning Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from C3 (Commercial Three) and R2 (Residential Two) to PA1D (Research and Assembly).
 - ii. Insert the following section immediately following Section 1145.3:

PA1D (Research and Assembly)

Permitted Uses

1146.1 The following uses are permitted:

Principal Uses:

- (a) aquarium, exhibition
- (b) auditorium, theatre
- (c) office, laboratory, research and diving facility

Auxiliary Uses:

- (d) restaurant, pub
- (e) gift shop, retail
- (f) caretaker's residence
- (g) boat ramp

Siting Requirements

1146.2 No structure shall be sited within:

- (a) 5 metres from the south parcel line
- (b) 5 metres from the north parcel line
- (c) 4 metres from the west parcel line
- (d) 15 metres from the natural boundary contiguous to the ocean

Building Height

1146.3 The maximum building height shall be 13 metres

Parcel Coverage

1146.4 The coverage of all buildings and structures within the PA1D Zone shall not exceed 35%.

Parking spaces

1146.5 The minimum number of off-street parking spaces within the PA1D Zone shall be 51.

PART C – ADOPTION

READ A FIRST TIME this	DAY OF	MONTH	YEAR
READ A SECOND TIME this	DAY OF	MONTH	YEAR
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	DAY OF	MONTH	YEAR
READ A THIRD TIME this	DAY OF	MONTH	YEAR
ADOPTED this	DAY OF	MONTH	YEAR

Corporate Officer

Chair