



SUNSHINE COAST REGIONAL DISTRICT



REGULAR BOARD MEETING TO BE HELD
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

THURSDAY SEPTEMBER 12, 2013

AGENDA

CALL TO ORDER 7:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of July 25, 2013

Annex A
Pages 1-26

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

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

MOTIONS**BYLAWS**

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

NEW BUSINESS**IN CAMERA**

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

ADJOURNMENT



SUNSHINE COAST REGIONAL DISTRICT

July 25, 2013

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	G. Nohr
	Directors	D. Shugar L. Turnbull L. Lewis F. Mauro G. Tretick D. Siegers
ALSO PRESENT:	GM, Community Services/Acting CAO	P. Fenwick
	GM, Infrastructure Services	B. Shoji
	Senior Planner	D. Rafael
	Treasurer	T. Perreault
	Chief Building Inspector	P. Longhi
	Manager, Information Technology/GIS	S. Heppner
	Deputy Corp. Officer/Recorder	S. Reid
	Media	0
Public	6	

CALL TO ORDER 7:30 p.m.

AGENDA It was moved and seconded

350/13 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes **It was moved and seconded**

351/13 THAT the Regular Board meeting minutes of July 11, 2013 be adopted as presented.

CARRIED

PETITIONS AND DELEGATIONS

Ruth Simons, Executive Director of the Future of Howe Sound Society (FHSS) addressed the Board regarding support for a land use planning process in Howe Sound. Ms Simons presented the outcomes of the April 13th Future of Howe Sound Forum, and reported on the status of the FHSS application for federal funding to support a strategic land plan in Howe Sound. FHSS requested that SCR D make known their support for a Land and Resources Management Plan (LRMP) process in Howe Sound through discussions with provincial ministers at the 2013 UBCM Convention as well as through communication with other local governments within Howe Sound.

Howe Sound

It was moved and seconded

352/13

THAT the SCR D, in consultation with First Nations, write a letter to the provincial and federal governments, with copies sent to the Premier, Prime Minister, local M.P.s, and M.L.A.s, noting the SCR D's support for a Comprehensive Management Plan for Howe Sound, with a focus on both terrestrial and marine environments;

AND THAT staff request a meeting at the UBCM Convention with Minister Thompson, BC Forests, Lands and Natural Resource Operations, to discuss a Comprehensive Management Plan in Howe Sound, and that elected officials from the Squamish Nation, Metro Vancouver, Squamish Lillooet Regional District, and Islands Trust be invited to join that meeting, and to indicate their interest by providing an RSVP back to the SCR D;

AND FURTHER THAT staff draft an emergency resolution for the 2013 UBCM Convention requesting that UBCM support a Comprehensive Management Plan for Howe Sound.

CARRIED

Box Canyon

It was moved and seconded

353/13

THAT Corporate and Administrative Services Committee recommendation No. 17 of July 25, 2013 be received, adopted and acted upon as follows:

Recommendation No. 17 *Box Canyon Power Project Bylaw No. 310.109 (Area F)*

THAT the Senior Planner's report titled "Box Canyon Power Project Bylaw No. 310.109 (Area F)" be received;

353/13 cont.

AND THAT the following recommendations from the Box Canyon Power Project – Bylaw 310.109 (Area F) report be referred to the July 25, 2013 Regular Board Meeting pending staff confirmation whether notifications addressing the general policy amendments as well as the land re-designation were sufficient and if it is appropriate to consider proceeding to fourth reading for adoption:

THAT Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.109, 2011 be given 3rd reading;

AND THAT Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.109, 2011 be adopted;

AND FURTHER THAT the applicant be advised to submit an application for a Temporary Use Permit for activities such as a temporary concrete batch plant.

CARRIED

Public Hearings

It was moved and seconded

354/13

THAT staff provide a report to a fall Planning and Development Committee meeting regarding how applications within the SCRCD that have a wider multi-jurisdictional applicability and impact can be handled to ensure full consultation and notice to all parties affected.

CARRIED

COMMUNICATIONS

UBCM

It was moved and seconded

355/13

THAT the correspondence from The Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development, regarding a meeting with the Minister at the 2013 UBCM Convention be received;

AND THAT a letter of invitation be sent to the Town of Gibsons, District of Sechelt, and Sechelt Indian Government District to determine their interest in attending a group meeting to be scheduled with Minister Coralee Oakes at the 2013 UBCM Convention;

AND FURTHER THAT the invitation to the Town of Gibsons, District of Sechelt, and Sechelt Indian Government District identify the economic impact of BC Ferries as a topic for discussion, and also solicit their ideas for topics of discussion with the Minister.

CARRIED

REPORTS

Director’s Reports

Directors provided a verbal report of their activities.

Community **It was moved and seconded**

356/13 THAT Community Services Committee recommendation Nos. 1, 3 and 5-15 of July 11, 2013 be received, adopted and acted upon as amended, as follows:

Recommendation No. 1 *Cold Weather Shelter and Drop-in Food Program*

THAT the correspondence from the Sunshine Coast Homelessness Advisory Council regarding a cold weather shelter and drop in food program on the Sunshine Coast be received;

AND THAT a letter of support be forwarded and that staff contact the Sunshine Coast Homelessness Advisory Council regarding wording of the letter of support.

Recommendation No. 3 *Recreation Services Report*

THAT the Recreation Monthly Verbal Report from the Recreation Services Manager be received.

Recommendation No. 5 *Parks Services Report*

THAT Parks Monthly Verbal Report and the Second Quarterly Report from the Parks Services Manager be received.

Recommendation No. 6 *Dakota Ridge Recreation Area Service Fee*

THAT the report from the Parks Planning Coordinator regarding Dakota Ridge Recreation Area Service Fees be received;

AND THAT Sunshine Coast Regional District Bylaw No. 616 be amended as presented in Schedule B of the report as follows, noting the fees for youth and children be reviewed for the 2014/2015 season:

Skiing

<i>Pass Type</i>	<i>Adult</i>	<i>Seniors</i>	<i>Youth</i>	<i>Child</i>	<i>Family</i>
Day Pass	\$15	\$10	\$6	Free	\$30
Season Pass	\$140	\$90	\$60	Free	\$290

356/13 cont.

Snowshoeing

<i>Pass Type</i>	<i>Adult</i>	<i>Seniors</i>	<i>Youth</i>	<i>Child</i>	<i>Family</i>
Day Pass	\$8	\$6	\$4	Free	\$16
Season Pass	\$70	\$50	\$30	Free	\$150

Sledding/Other

Per Car \$6.00

AND THAT a 10% early bird discount for season passes be included in the bylaw;

AND FURTHER THAT the amended bylaw be forwarded to the Board for adoption.

Recommendation No. 7 *Amendment to Parks Bylaw*

THAT the report from the Parks Services Manager regarding an amendment to the Parks Regulations Bylaw 356 be received;

AND THAT an amendment to the Parks Regulations Bylaw be prepared to:

- a) delete the last paragraph of Schedule A Item 3;
- b) change Hall Rental category from “Community” to “Private”;
- c) include a Damage Deposit for Hall rentals, as well as a provision for long term rentals;

AND THAT staff prepare a report on fee structure related to community groups that do not have a registration number.

Recommendation No. 8 *Roberts Creek Community Use Room*

THAT the report from the Parks Services Manager regarding the Roberts Creek Community Use Room follow up on letter to SD46 be received;

AND THAT the SCR and SD46 prepare an interim agreement for the Roberts Creek Community Use room for consideration;

AND THAT following the agreement the SCR and SD46 prepare a joint press release regarding the availability of the Roberts Creek Community School Community Use Room on Saturdays;

356/13 cont.

AND FURTHER THAT staff enter into discussions with the Community School in September to develop a marketing strategy for the room noting that funding would be from Roberts Creek grant-in-aid at an amount to be determined.

Recommendation No. 9 *Sechelt Arena Electrical and Lighting Contract*

THAT the report from the Recreation Services Manager and the Purchasing Officer regarding the Sechelt Arena Electrical and Lighting Contract be received;

AND THAT the awarding of the Sechelt Arena Electrical and Lighting Contract be delegated to the Chief Administrative Officer subject to compliance with the 2013 Financial Plan;

AND THAT the Purchasing Officer report back to the SCR D Board in September 2013 regarding the award.

Recommendation No. 10 *Sunshine Coast Policing Committee Appointments*

THAT the report from the General Manager of Community Services regarding Sunshine Coast Policing Committee appointments and Terms of Reference be received;

AND THAT as per Section 2. of the Terms of Reference “voting” members will be elected officials and a School District No. 46 Board member, and all others will be “non-voting” participants;

AND THAT any new voting members will be approved by the SCR D Board;

AND THAT the previously appointed “voting” representative to the Sunshine Coast Youth Action Awareness Committee be a “non-voting” member;

AND THAT the following amendments be made to the Terms of Reference:

- Section 2. (g)(i) - Change wording to “Upon approval of the Committee, one representative of any community consultative group or comparable committee or representatives of public safety committees and the like may attend the meetings as non-voting members.”
- Section 5 (1) - Change wording to “The Committee shall meet bi-monthly.”

356/13 cont.

AND FURTHER THAT the amended Sunshine Coast Policing Committee Terms of Reference be forwarded to the September Community Services Committee for consideration.

Recommendation No. 11 *Sunshine Coast Policing Committee Minutes*

THAT the Sunshine Coast Policing Committee minutes of June 24, 2013 be received and Recommendations No. 5 and 9 be adopted as follows:

Recommendation No. 5 *RCMP Youth Intervention Officer*

THAT the SCR D Chair forward a letter to the Sunshine Coast RCMP requesting that they consider establishing the term of the Youth Intervention Officer for a period to 3 or 4 years.

Recommendation No. 9 *VCH Mental Health Service Cutbacks on the Sunshine Coast*

THAT the SCR D Chair forward a letter to the Sunshine Coast RCMP requesting they forward a report to the September 9, 2013 Policing Committee outlining the kinds of issues and concerns they are encountering with respect to Vancouver Coastal Health mental health service.

Recommendation No. 12 *Sunshine Coast Emergency Program Planning Committee Minutes*

THAT the Sunshine Coast Emergency Program Planning Committee minutes of June 26, 2013 be received.

Recommendation No. 13 *Options for Shifting Green Waste Program Costs to Taxation Funding*

THAT the report from the Manager of Waste Reduction and Recovery regarding Options for Shifting Green Waste Program Costs to Taxation Funding be received;

AND THAT Option No. 2 “to create a new green waste function funded by all participants excluding Area F Islands” be pursued for the 2014 budget be deferred.

356/13 cont.

Recommendation No. 14 *Green Waste Program*

THAT staff prepare a report defining the potential new green waste service area; include information on how this could be done differently for *onsite* green waste chipping; look at funding from landfill fees to assist with costs; and, alternate ways of servicing the islands for green waste.

Recommendation No. 15 *Recreation Sites Howe Sound*

THAT the verbal report from Director Turnbull regarding Howe Sound Recreation Sites with respect to process be received and this issue be referred to the July 18, 2013 Planning and Development Committee as a late item.

CARRIED

Planning

It was moved and seconded

357/13

THAT Planning and Development Committee recommendation Nos. 1-24 of July 18, 2013 be received, adopted and acted upon as follows:

Recommendation No. 1 *Bylaw 675: Halfmoon Bay OCP*

THAT the staff report dated June 24, 2013 titled “Bylaw 675: Halfmoon Bay Official Community Plan” be received;

AND THAT Halfmoon Bay Official Community Plan Bylaw No. 675, 2013 be forwarded to the Board for consideration of First Reading with the following amendments incorporated:

- i. 7.20 (page 32 of the PDC agenda) – (*Policy*) *add* that may apply to both home-based business, businesses within the Community Hubs and resource development and energy production within the resource designation;
- ii. 9.27 (page 36 of the PDC agenda) remove related teaching and add small scale assembly;
- iii. 11.8 (page 40 of the PDC agenda) add when there are no current plans to use the land for agriculture;

AND FURTHER THAT pursuant to Section 879 of the *Local Government Act*, consultation be commenced with persons, organizations and agencies indicated in Attachment 1 of the Planning Division report dated June 24, 2013 and titled *Bylaw 675: Halfmoon Bay Official Community Plan*.

357/13 cont.

Recommendation No. 2 *Elphinstone Logging Focus (ELF)*

THAT the materials presented by Mr. Bill Legg regarding “Proposal to Study 1500ha Elphinstone Community Interface Zone” and the “Call for Protection” be received;

AND THAT the concept of a scientific study of the 1500ha of the Elphinstone Forest be supported in principle and that support be conveyed to the Provincial Government;

AND FURTHER THAT the following Board Resolutions respecting BCTS operational plans be re-sent to BCTS: 65/11 Recommendation No. 5, 147/11 Recommendation No. 9, and 415/11 Recommendation No 12.

Recommendation No. 3 *BCTS Proposed Cutblocks*

THAT the undated correspondence from Jason Herz, Chair of the Sunshine Coast Conservation Association, regarding BCTS proposed cutblocks in the Chapman and Howe Landscape Units be received.

Recommendation No. 4 *BCTS 2013 Operations Plan*

THAT the staff report dated July 3, 2013 titled “BC Timber Sales 2013 Operational Plans” be received and forwarded to BCTS;

AND THAT the following comments be forwarded to BC Timber Sales:

- a. Regarding Block G061C45C (in Electoral Area A) BCTS is requested to:
 - i. invite adjacent property owners to a site visit prior to harvesting;
 - ii. for privacy and protection from blowdown, leave a minimum of 45 metres wind firm and visual buffer along private properties;
 - iii. contact Department of Fisheries and Oceans to confirm the best time of year and most logical spot to cross Meadow Creek;
 - iv. confirm that the proposed road does not interfere with the Pender Harbour Fire Department’s activities within their fire practice area;
 - v. minimize the visual impact from the golf course, neighbouring properties and major roadways;
 - vi. access the block from the “Garbage Dump road” as there is beaver habitat between the highway and north of side of the Pender Harbour Golf Course;
 - vii. provide trail alternatives for the community;

357/13 cont.

b. Regarding Block A91376-G043C3ZD (in Electoral Area D) BCTS is requested to:

- i. invite adjacent property owners to a site visit prior to harvesting;
- ii. for privacy and protection from blowdown, leave a minimum of 45 metres wind firm and visual buffer along private properties;
- iii. consider modifying the hours of operation to be more considerate of the neighbour;
- iv. minimize the visual impact from neighbouring properties and major roadways;
- v. note that the block lies within the Agricultural Land Reserve and that BCTS develop a planting regime which enhances the blocks future agriculture potential (make it amenable to agriculture);

c. Regarding Block A91378-G043C3ZS (in Electoral Area D and E) BCTS is requested to:

- i. discuss with the Town of Gibsons as part of this block might lie within the Gibsons aquifer recharge area. The Regional District does not support logging within the Gibsons aquifer recharge area.
- ii. be aware that the block is at the head Chaster Creek, an important salmon-supporting stream. This creek is probably the least affected by development and flash flooding, which is why it is still so successful. Logging there will, at least in the first decade after it, cause the stream(s) to be much more subject to flash flooding. BCTS should take precautions against flash flooding.
- iii. monitor stream crossings and setback as source water protection is of paramount concern;
- iv. consider an impact assessment to the Lower latitude Goshawk populations;
- v. take extra precaution on the B&K road due to the high recreational activity on and around the lower trails, accessed by the B&K Road;
- vi. make every effort to notify the public, including posting community notices, of their start date and hours of operations, to include golfers, hikers, bikers, horse-riders, and motorized vehicle operators;
- vii. consider hours of hauling be limited to weekdays;
- viii. ensure contract drivers use extra precaution and significantly reduce their speed particularly in the lower portion of the B&K;

d. Regarding Blocks A79510-G053C34M, A79510-G053C39P, A79510-G063C3UW and A79510-G053C34L (in Electoral Area F), these blocks lie within a proposed goshawk protection area in the McNab Creek valley;

357/13 cont.

AND FURTHER THAT the SCRД refer Block A91376-G043C3ZD (in Electoral Area D) to the Agricultural Advisory Committee and the Agricultural Area Plan consultants for their comments.

Recommendation No. 5 *RCOCPC Minutes*

THAT the Roberts Creek Official Community Plan Committee (RCOCPC) minutes of July 10, 2013 be received for information.

Recommendation No. 6 *Forage Fish Workshop*

THAT the staff report dated July 4, 2013 titled “Forage Fish Workshop” be received;

AND THAT the Forage Fish Workshop be scheduled for September 9, 2013 in the Regional District’s Board Room at 1:30pm;

AND THAT the Regional District provide a stipend and cover the travel cost of the workshop facilitators funded through regional planning function;

AND THAT staff and elected representatives from the District of Sechelt, the Town of Gibsons, the Sechelt Indian Government District, the Squamish Nation, the Advisory Planning Commissions, the Natural Resources Advisory Committee and the Roberts Creek Official Community Plan Committee be invited;

AND FURTHER THAT a notice of the workshop be placed in the local paper and on the Regional District’s website.

Recommendation No. 7 *BURNCO Aggregates Environmental Assessment*

THAT the staff report dated June 27, 2013 titled “June 20th Environmental Assessment Working Group Meeting for the Proposed BURNCO Aggregates Project” be received;

AND THAT the SCRД send a letter to the Environmental Assessment Office, with a copy to members of the Howe Sound Community Forum, regarding public information meetings requesting they be held on a Saturday to accommodate community members.

Recommendation No. 8 *Bylaw 310.109 (Box Canyon)*

THAT the staff report dated July 3, 2013 titled “Box Canyon Power Project – Bylaw 310.109 (Area F)” be received;

357/13 cont.

AND THAT this topic be deferred for one week to allow staff discussions regarding community benefits to continue and to allow existing information relating to grizzly bears and written confirmation from Squamish Nation of its support for the project to be brought back and reviewed at the July 25th Corporate and Administrative Services meeting as a late item.

Recommendation No. 9 *Howe Sound Recreation Sites*

THAT the staff report dated July 17, 2013 titled “Crown Referral for Islet View 169896, Thornborough Channel 169898 and Bain Creek 169900 Recreation Sites along West Howe Sound” be received;

AND THAT the SCRD send a letter to BC Parks supporting the development of the recreational sites along Howe Sound for kayakers and canoeists.

Recommendation No. 10 *Hillside / McNab Valley Tour*

THAT the staff report dated July 10, 2013 titled “Helicopter Tour of Hillside and Other Areas” be received;

AND THAT this topic be deferred to determine funding sources.

Recommendation No. 11 *Bylaw 310. 145 (Youngman)*

THAT the staff report dated July 5, 2013 titled “Bylaw 310.145 (Youngman) to alter the subdivision designation to allow for subdivision of 706 Leek Road, Roberts Creek” be received;

AND THAT the Board give Second Reading as amended to Bylaw 310.145 to remove the following clause:

“1021.10 (a) iii Location of house, driveway and auxiliary development not to alienate farming activity such as establish a maximum distance from road frontage (to be determined).”

AND THAT the following be the subject of a covenant:

- a) Protection of trees on both proposed parcels except for removal, subject to SCRD approval of hazardous trees or for the purposes of farming;
- b) Location of a 3000 square metre no build (except for greenhouse)/no septic field area on the new south lot to ensure that it is the area available for farming;

AND THAT the following be the subject of an agreement between the SCRD and the current and future property owner:

357/13 cont.

- a) Security in the amount of \$20,000 (\$5,000 to ensure farming takes place and \$15,000 to ensure BC Assessment Authority farm class is achieved) be provided to the SCRD to ensure that farming (including agriculture and livestock) takes place as required;
- b) The south lot containing the farmed area achieve at least partial farm class under the Assessment Act within 5 years of subdivision and maintained for an additional three years, for a total period of 8 years;
- c) Failure to meet the terms would forfeit the total amount and the SCRD could use the funds to support farm related projects in Roberts Creek Electoral Area such as a community garden;
- d) If the terms are met then the SCRD will release the funds with the exception of \$2500 which will be paid to the SCRD as a community benefit to support farm related projects in Roberts Creek Electoral Area such as a community garden;

AND THAT a public hearing be scheduled for September 24, 2013 at 7:00 p.m., at the Roberts Creek Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND FURTHER THAT the Board delegate a Chair and Alternate Chair.

Recommendation No. 12 *OCP/Zoning Amendment Bylaw Nos. 600.2 & 310.138 (Penonzek)*

THAT the staff report dated June 27, 2013 titled “OCP / Zoning Amendment Bylaw Nos. 600.2 & 310.138, 2011 (Penonzek and Johnson)” be received;

AND THAT Bylaws 600.2 and 310.138, 2011 be forwarded to the Board for Second Reading;

AND THAT Bylaw 600.2 be considered to not have an impact of the SCRD’s financial and waste management plans;

AND THAT a public hearing be scheduled for 7:00 p.m. Wednesday, September 11, 2013 at Frank West Hall, located at 1224 Chaster Road in Elphinstone;

AND THAT the Board delegate a Chair and Alternate Chair for the public hearing;

357/13 cont.

AND FURTHER THAT prior to the public hearing the applicant updates the site plan to show existing house location, proposed septic covenant locations, and proposed covenant for the wetland at the north east corner of the property. The applicant shall also commission a stormwater management plan for the potential future subdivision.

Recommendation No. 13 *Medical Marihuana*

THAT the staff report dated July 5, 2013 titled “Medical Marihuana – Agricultural Land Commission” be received.

Recommendation No. 14 *OCP/Zoning Amendment Bylaw Nos. 641.1 & 310.127 (Groom)*

THAT the staff report dated July 3, 2013 titled “OCP / Zoning Bylaw Amendment Nos. 641.1 & 310.127 – Groom (Electoral Area D)” be received;

AND THAT Bylaw No. 641.1 be considered pursuant to Section 882 of the *Local Government Act* concerning its potential impact on the Regional District’s financial plan and applicable solid waste management plan;

AND THAT a public hearing concerning Bylaw Nos. 641.1 and 310.127 be scheduled to be held at 7:00 p.m. on Tuesday, September 10th, 2013 at the Roberts Creek Community Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND FURTHER THAT the Board delegate a chair and alternate chair to conduct the public hearing.

Recommendation No. 15 *Construction Penalties*

THAT the Chief Building Inspector and Bylaw Manager’s report dated July 8, 2013 titled “Proposed Penalties for Completing Construction without Permits” be received for information;

AND THAT this topic be deferred for staff to provide options for penalties on violations for the following:

- Building Bylaw
- Zoning Bylaw

Recommendation No. 16 *Building Department Revenues*

THAT the Chief Building Inspector and Bylaw Manager’s report dated July 9, 2013 titled “Building Department Revenues to the end of June, 2013” be received.

357/13 cont.

Recommendation No. 17 *Planning and Development Monthly Report*

THAT the staff report titled “Planning and Development Division Monthly Report for June 2013” be received.

Recommendation No. 18 *Committee Agenda Circulation*

THAT agendas for the Planning Advisory Committees (NRAC & AAC) be circulated electronically to all Directors and Alternate Directors.

Recommendation No. 19 *Minutes*

THAT the following minutes be received:

- Agricultural Advisory Committee Minutes of June 25, 2013;
- Natural Resources Advisory Committee Minutes of July 3, 2013;
- Egmont/Pender Harbour (Area A) APC Minutes of June 26, 2013;
- Roberts Creek (Area D) APC Minutes of June 24, 2013;
- Elphinstone (Area E) APC Minutes of June 26, 2013;
- West Howe Sound (Area F) APC Minutes of June 25, 2013.

Recommendation No. 20 *Administration of RAR*

THAT the correspondence from Kim Carter, Ombudsperson, dated June 18, 2013 regarding the Administration of the Riparian Area Regulation (RAR) be received.

Recommendation No. 21 *Genetically Engineered Free Zone*

THAT the correspondence from Karla Graham, City Clerk, City of North Vancouver, dated June 13, 2013 regarding Support of a Genetically Engineered Free Zone in the City of North Vancouver be received.

Recommendation No. 22 *Tanker Safety Expert Panel*

THAT the correspondence from Islands Trust, dated June 20, 2013 regarding Submission to Tanker Safety Expert Panel be received.

Recommendation No. 23 *AVICC*

THAT the correspondence from AVICC, dated June 25, 2013 regarding June 2013 – Update to Members and Requests for Assistance be received.

357/13 cont.

Recommendation No. 24 *Buccaneer Bay Provincial Park*

THAT the correspondence from Tamsin Baker, Stewardship Coordinator, South Coast Conservation Program, regarding Coastal Sand Summer Celebration flyer – Buccaneer Bay Provincial Park be received.

CARRIED

Corporate

It was moved and seconded

358/13

THAT Corporate and Administrative Services Committee recommendation Nos. 1-16 and 18-24 of July 25, 2013 be received, adopted and acted upon as amended, as follows:

Recommendation No. 1 *Variance – General Ledger and Budget*

THAT the Manager, Financial Services' report titled "Corporate General Ledger and Budget Variance Report for period ended June 30, 2013" be received.

Recommendation No. 2 *Variance – Recreation Facilities [616-621]*

THAT the Manager, Recreation Services' report titled "Recreation Facilities [616-621] 2nd Quarter Variance Reporting" be received.

Recommendation No. 3 *Variance – Public Transit [310]*

THAT the Accounting Technician III's report titled "Public Transit [310] 2nd Quarter Variance Reporting" be received.

Recommendation No. 4 *Variance – Regional Solid Waste [350-353]*

THAT the Manager, Waste Reduction and Recovery's report titled "Regional Solid Waste [350-353] 2nd Quarter Variance Reporting" be received.

Recommendation No. 5 *Variance – Building Inspection Service [520]*

THAT the Chief Building Inspector's report titled "Building Inspection [520] 2nd Quarter Variance Reporting" be received.

Recommendation No. 6 *Memorandum of Understanding – Sechelt and Area Public Library Funding and Service Agreement*

THAT the Treasurer's report titled "MOU for the Sechelt Public Library Funding and Service Agreement" be received;

358/13 cont.

AND THAT the Sechelt and Area Public Library Funding and Service Agreement be deferred to the September Corporate and Administrative Committee Meeting pending staff response to the following matters:

- *clarification of the provincial average level per capita funding for the province;*
- *clarification of the detail of per capita funding for the Gibsons and District Public Library and the Sechelt Public Library;*
- clarification of what the Roberts Creek Library Service is paying on a per capita basis relative to the provincial average;
- *that the 5 year funding agreement include a provision that allows review and alteration of the funding allocation within that 5 year period;*
- review the arbitration clause and the lack of a null assignment clause;
- consideration of separating signing authority for each of the Sunshine Coast Regional District Electoral Areas funding partners;

AND FURTHER THAT any changes be sent to the District of Sechelt, and Sechelt Indian Government District for review before signing the agreement.

Recommendation No. 7 *Asset Management Plan*

THAT the Treasurer's report titled "Developing an Asset Management Plan" be received;

AND THAT a budget proposal be presented at the 2014 Budget to implement an Asset Management Plan for the Sunshine Coast Regional District.

Recommendation No. 8 *Emergency Union of British Columbia Municipalities Resolution*

THAT the Manager, Legislative Services' report titled "Emergency UBCM Resolution" be received;

AND THAT the resolution on *Parking Issues and Enforcement in Rural Areas* be approved for submission to UBCM as an *emergency* item as follows:

WHEREAS the RCMP are responsible for enforcing parking regulations in rural areas;

358/13 cont.

AND WHEREAS the process required to ticket and / or tow parking offenders is time consuming and takes policing resources away from other priorities;

THEREFORE BE IT RESOLVED THAT regional districts be granted the authority to enforce parking regulations within their boundaries.

AND FURTHER THAT the resolution also be referred to the Electoral Area Directors' Forum for consideration.

Recommendation No. 9 *Legislative Services – 2nd Quarter Activity Report*

THAT the Manager, Legislative Services' report titled "Legislative Services – Second Quarter Activity Report" be received.

Recommendation No. 10 *Director Constituency and Travel Expenses*

THAT the Accounts Payable Technician's report titled "June 2013 Director Constituency and Travel Expenses" be received.

Recommendation No. 11 *Contracts Between \$20,000 and \$100,000*

THAT the Purchasing Officer and Risk Manager's report titled "Contracts Between \$20,000 and \$100,000 – to July 8, 2013" be received.

Recommendation No. 12 *Long Term Debt*

THAT the Accounting Technician III's report titled "Long Term Debt as at July 9, 2013" be received.

Recommendation No. 13 *Investments and Reserves*

THAT the Accounting Technician III's report titled "Investments and Reserves as at June 30, 2013" be received.

Recommendation No. 14 *Gas Tax Community Works Funding*

THAT the Accounting Technician III's report titled "Gas Tax Community Works Funding" be received.

Recommendation No. 15 *Driveway Repair on Redroofs Rd – Area B*

THAT \$12,000 be added from Area B Unallocated Gas Tax Funds for the Area B Redroofs Bicycle / Walking Path Driveway Repair Project to complete the remediation work in 2013 at 8653 Redroofs Road;

358/13 cont.

AND THAT the 2013 Financial Plan be amended accordingly;

AND FURTHER THAT that staff be directed to start this project as soon as possible.

Recommendation No. 16 *Beach Avenue Bicycle / Walking Path Project – Area D*

THAT the Infrastructure Services staff report to the September Infrastructure Services Committee meeting on the status and timeframe of the Beach Avenue water main replacement project and its potential impact on the Beach Avenue Bicycle/Walking Path project.

Recommendation No. 18 *2013 Parking Lot Update*

THAT the Treasurer’s report titled “2013 Parking Lot Lists” be received.

Recommendation No. 19 *Natural Area Protection Exemption Program (NAPTEP)*

THAT the Treasurer’s report titled “Natural Area Protection Tax Exemption Program (NAPTEP)” be received.

Recommendation No. 20 *Pender Harbour Reading Room and SITKA*

THAT the Treasurer’s report titled “Pender Harbour Reading Room (PHRR) and SITKA” be received.

Recommendation No. 21 *Comprehensive Regional Water Plan*

THAT the General Manager, Infrastructure Services’ report titled “Comprehensive Regional Water Plan Intensive Demand Management Clarification” be received;

AND THAT staff proceed with the development of a detailed financial plan and rate structure analysis based on the Intensive Demand Management recommendations contained within the Comprehensive Regional Water Plan.

Recommendation No. 22 *Zoning Bylaw No. 310 – Draft ‘A Zone’ Update*

THAT the Planner’s report titled “Zoning Bylaw No. 310 – Draft ‘A Zone’ Update” be received;

AND THAT staff coordinate a citizen engagement initiative outlining the basic rationale for the ‘A Zone’;

358/13 cont.

AND THAT staff continue to collaborate with Agricultural Area Plan consultants and Agricultural Advisory Committee to conduct a public opinion survey and opinion poll on key zoning issues;

AND THAT staff report on all community input gained from the public opinion survey and opinion poll;

AND FURTHER THAT Zoning Amendment Bylaw No. 310.148 (the ‘A Zone’) be brought forward to a future Planning and Development Committee meeting.

Recommendation No. 23 *Electoral Area Directors’ Forum 2013*

THAT the correspondence from the Union of British Columbia Municipalities (UBCM) regarding “Electoral Area Directors’ Forum 2013” be received;

AND THAT the following be submitted to UBCM for discussion topics at the Electoral Area Directors’ Forum 2013:

- BEN System;
- Rural Area Parking Enforcement;
- Issue of agricultural regulation on non-ALR areas.

Recommendation No. 24 *Meeting Request with BC Hydro at UBCM*

THAT the correspondence from BC Hydro regarding “Meeting Request with BC Hydro at the 2013 Union of British Columbia Municipalities (UBCM) Convention” be received;

AND THAT a meeting be set-up with BC Hydro at UBCM regarding the Nelson Island park.

CARRIED

BYLAWS

Bylaw 630.2

It was moved and seconded

359/13

THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.2, 2013” be read a first time.

CARRIED

Bylaw 630.2

It was moved and seconded

360/13

THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.2, 2013” be read a second time.

CARRIED

Bylaw 630.2 **It was moved and seconded**

361/13 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.2, 2013” be read a third time.

CARRIED

Bylaw 630.2 **It was moved and seconded**

362/13 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.2, 2013” be adopted.

CARRIED

Bylaw 616.2 **It was moved and seconded**

363/13 THAT “Dakota Ridge Fees and Charges Amendment Bylaw No. 616.2, 2013” be read a first time.

CARRIED

Bylaw 616.2 **It was moved and seconded**

364/13 THAT “Dakota Ridge Fees and Charges Amendment Bylaw No. 616.2, 2013” be read a second time.

CARRIED

Bylaw 616.2 **It was moved and seconded**

365/13 THAT “Dakota Ridge Fees and Charges Amendment Bylaw No. 616.2, 2013” be read a third time.

CARRIED

Bylaw 616.2 **It was moved and seconded**

366/13 THAT “Dakota Ridge Fees and Charges Amendment Bylaw No. 616.2, 2013” be adopted.

CARRIED

Bylaw 675 **It was moved and seconded**

367/13 THAT “Halfmoon Bay Official Community Plan Bylaw No. 675, 2013” be read a first time as amended.

CARRIED

Bylaw 673 and 558.4 **It was moved and seconded**

368/13 THAT the Manager of IT/GIS report regarding Civic Addressing Bylaw be received.

CARRIED

Bylaw 673 **It was moved and seconded**

369/13 THAT “Sunshine Coast Regional District Civic Addressing Regulations and Fees Bylaw No. 673, 2013” be read a first time.

Director Shugar opposed

CARRIED

Bylaw 673 **It was moved and seconded**

370/13 THAT “Sunshine Coast Regional District Civic Addressing Regulations and Fees Bylaw No. 673, 2013” be read a second time.

Director Shugar opposed

CARRIED

Bylaw 673 **It was moved and seconded**

371/13 THAT “Sunshine Coast Regional District Civic Addressing Regulations and Fees Bylaw No. 673, 2013” be read a third time.

Director Shugar opposed

CARRIED

Bylaw 673 **It was moved and seconded**

372/13 THAT “Sunshine Coast Regional District Civic Addressing Regulations and Fees Bylaw No. 673, 2013” be adopted.

Director Shugar opposed

CARRIED

Bylaw 558.4 **It was moved and seconded**

373/13 THAT Bylaw 558.4 be deferred to the next Board meeting for further clarification regarding MTI and BEN enforcement as they apply to Bylaw 558.4.

CARRIED

Bylaw 600.2 **It was moved and seconded**

374/13 THAT “Elphinstone Official Community Plan Amendment Bylaw No. 600.2, 2011” be read a second time;

AND THAT “Elphinstone Official Community Plan Amendment Bylaw No. 600.2, 2011” be considered in conjunction with the Sunshine Coast Regional District Financial Plan and Waste Management Plan.

CARRIED

Bylaw 310.138 **It was moved and seconded**

375/13 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.138, 2011” be read a second time.

CARRIED

Public Hearing **It was moved and seconded**

376/13 THAT a public hearing concerning Bylaw No. 600.2 and 310.138 be scheduled for Wednesday, September 11, 2013 at 6:30 p.m. at Frank West Hall, located at 1224 Chaster Road, in Elphinstone;

AND THAT Director Turnbull be delegated Chair, and Director Lewis be delegated the Alternate Chair to conduct the public hearing.

CARRIED

Bylaw 310.145 **It was moved and seconded**

377/13 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.145, 2013” be read a second time.

CARRIED

Public Hearing **It was moved and seconded**

378/13 THAT a public hearing concerning “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.145, 2013” be scheduled for Tuesday, September 24, 2013 at 7:00 p.m. at the Roberts Creek Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND THAT Director Lewis be delegated Chair, and Director Shugar be delegated the Alternate Chair to conduct the public hearing.

CARRIED

Bylaw 641.1 **It was moved and seconded**

379/13 THAT “Roberts Creek Official Community Plan Amendment Bylaw No. 641.1, 2013” be considered in conjunction with the Sunshine Coast Regional District Financial Plan and Waste Management Plan and has no negative impacts.

CARRIED

Public Hearing **It was moved and seconded**

380/13 THAT a public hearing concerning Bylaw No. 641.1 and 310.127 be scheduled for Tuesday, September 10, 2013 at 7:00 p.m. at Roberts Creek Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND THAT Director Lewis be delegated Chair, and Director Shugar be delegated the Alternate Chair to conduct the public hearing.

CARRIED

Bylaw 310.109 **It was moved and seconded**

381/13 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.109, 2011” be read a third time.

CARRIED

Bylaw 310.109 **It was moved and seconded**

382/13 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.109, 2011” be adopted.

CARRIED

The Board moved In Camera at 9:17 p.m.

IN CAMERA

It was moved and seconded

383/13

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a) (e) (g) (i) and (k) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position...”, “the acquisition, disposition, or expropriation of land or improvements...”, “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...”.

CARRIED

The Board moved out of In Camera at 9:31 p.m.

Ocean Beach Trail

It was moved and seconded

384/13

THAT the SCR D Board not pursue a lease on Ocean Beach Esplanade East;

AND THAT the SCR D applies for appropriate permits for the trail along Ocean Beach Esplanade commencing at Sixth Street;

AND FURTHER THAT staff investigate options of leasing Ocean Beach Esplanade west of Chaster House for a park.

CARRIED

Appointment

It was moved and seconded

385/13

THAT Mr. Dennis Wilkinson be appointed to the Agricultural Advisory Committee for a two-year term.

CARRIED

HVAC Upgrade

It was moved and seconded

386/13

THAT the 2013-2017 Financial Plan for Field Road Administration Building [114] be amended to increase the budget for HVAC Upgrade for a total project cost of \$95,600 (transfer from reserve 01-5-114-145 and capital building account 01-6-114-471);

AND THAT a 2013 operational deficit of up to \$25,000 be approved in Field Road Administration Building [114] and recovered in 2014;

386/13 cont. AND FURTHER THAT the contract for HVAC Upgrade be awarded to Duke Refrigeration, in the amount of \$95,600 (excluding GST) by reason of lowest qualified bid.

CARRIED

Amenities Policy **It was moved and seconded**

387/13 THAT staff draft a policy for standardizing the *development of* community amenities funding agreements related to Independent Power Projects (IPPS) in the Regional District.

CARRIED

ADJOURNMENT **It was moved and seconded**

388/13 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 9:31 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
COMMUNITY SERVICES COMMITTEE
September 5, 2013**

RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING
HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES,
1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	L. Turnbull
	Directors	L. Johnson (Alt) L. Lewis F. Mauro G. Nohr D. Shugar D. Siegers
ALSO PRESENT:	A/General Manager of Community Services	B. Bauman
	Parks Services Manager	C. McDowell
	Treasurer	T. Perreault
	Parks Planner	S. Adams (partial)
	Parks Planner	T. Fawcett (partial)
	Recording Secretary	L. Edstrom
	Public	2
	Press	1

CALL TO ORDER 9:36 a.m.

AGENDA The Agenda was adopted as amended.

Recommendation No. 1 *Sechelt Arena Electrical and Lighting Project*

The Community Services Committee recommended that the staff report regarding the Sechelt Arena Electrical and Lighting Project be received;

AND THAT the Community Services Committee recommends that the SCRD Board accept the BC Hydro grant in the amount of \$26,000;

AND FURTHER THAT the 2013 Financial Plan be amended to increase the Sechelt Arena Electrical and Lighting project budget and grant funding by \$21,000.

Recommendation No. 2 *Roberts Creek Community Use Room Agreement*

The Community Services Committee recommended that the report from the Parks Services Manager regarding the Roberts Creek Community Use Room Agreement be received;

AND THAT staff seek clarification from SD46 regarding Section 2 of the agreement regarding “used to offset costs”; Section 4 regarding “bumping”; a clause be added that if SD 46 is using the school at the same as the Community Use Room, notification be given to the SCR D so cost sharing can be negotiated; and, marketing strategy for the Community Use Room;

AND FURTHER THAT staff work with the Roberts Creek Community School on the agreement and an updated report be placed on the September 26, 2013 Corporate and Administrative Services Committee meeting.

Recommendation No. 3 *Community Use Room Use in Schools*

The Community Services Committee recommended that the issue of the Community Use Rooms in Schools and future agreements be placed on the next Joint Use/ Intergovernmental Meeting with SD46.

Recommendation No. 4 *Chaster House Shoreline Restoration*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding Chaster House Shoreline Restoration be received;

AND THAT the Community Services Committee recommends that the SCR D Board approve the proposed work plan for the restoration of the Chaster House wall and shoreline as per the 2013 Financial Plan;

AND THAT the following restoration work for the wall and shoreline be completed:

- Repair damage and cracks in the existing retaining wall;
- Backfill areas of erosion along the beach side of wall with appropriate material and planting of beach grass;
- Construct engineered barriers fronting the main beach entrance and the south east corner using anchored logs and boulders similar to the work done at Chaster Park as recommended by IPC; and,
- Complete a 3D scan of the shoreline to be used for monitoring future erosion.

AND THAT staff work with the Elphinstone Electors Association on this project.

Director Nohr assumed the Chair

Recommendation No. 5 *Sir Thomas Lipton Park*

The Community Services Committee recommended that the report and map from the Parks Planning Coordinator regarding Sir Thomas Lipton Park be received;

AND THAT the Sir Thomas Lipton Park report be forwarded to the 2014 Work Plan Discussions in November 2013 for consideration;

AND THAT the Community Services Committee approve the removal of danger trees within the 2013 work plan and budget;

AND FURTHER THAT parks staff explore an agreement with local associations to provide future general maintenance to the park, which would go into effect in 2014 related to the above Work Plan Report, with the provision that no large equipment or vehicles be brought through the trail system or across the bridges.

Recommendation No. 6 *Easements*

The Community Services Committee recommended that the issue of how easements are negotiated when subdivision is undertaken and the need for access from an unsubdivided property be referred to a future Planning and Development Committee for discussion.

Director Turnbull resumed the Chair

Recommendation No. 7 *Parks Fee Hall Rentals*

The Community Services Committee recommended to the SCRD Board that Board Motion No. 356/13 - Community Services Committee Recommendation 7 be amended as follows:

- b) Include a Damage Deposit for hall rentals *with a provision for one only annual damage deposit for ongoing annual Community Groups bookings*

Recommendation No. 8 *Parks Fee Hall Rentals*

The Community Services Committee recommended that the report from the Parks Services Manager regarding Parks Fee Hall Rentals be received;

AND THAT this report and the complete Bylaw 356 with amendments highlighted be forward to the October 10, 2013 Community Services Committee for consideration.

Recommendation No. 9 *Community Hall Revenue vs Expenses Analysis*

The Community Services Committee recommended that a staff report with a complete analysis of Community Hall revenue vs expenses and reasons for noted changes since 2009 be referred to the November 14, 2013 Community Services Committee meeting for discussion.

Recess 11:00 am

Reconvene 11:10 am

Recommendation No. 10 *Partnership Agreement Recreation Sites and Trails*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding New Document Review for the Renewal of the Partnership Agreement for Klein Lake, Secret Cove, Big Tree and Sprockids Recreation Sites and Trails be received;

AND THAT this report be referred to the September 26, 2013 Corporate and Administrative Services Committee to discuss financial implications.

Recommendation No. 11 *Recreation Sites and Trails - UBCM*

The Community Services Committee recommended that the issue of recreation sites and trails with respect to the downloading of costs from the province be referred to the UBCM Electoral Area Forum for discussion.

Recommendation No. 12 *Cliff Gilker Playground*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding Cliff Gilker Playground be received;

AND THAT the Community Services Committee recommends that the Board approve up to \$8500 from the PMP- Roberts Creek Estuary 2013 budget, for the construction cost of a new slide at Cliff Gilker Park playground;

AND THAT staff explore the option of obtaining additional grant funding from KAL Tire to offset costs;

AND FURTHER THAT the 2013 Financial Plan be amended accordingly.

Recommendation No. 13 *Dakota Ridge Advisory Committee*

The Community Services Committee recommended that the correspondence from Peg Neilon regarding her resignation from the Dakota Ridge Advisory Committee be received;

AND THAT a letter be forwarded thanking Ms. Neilon for her participation on the committee.

Recommendation No. 14 *Sunshine Coast Trails Strategy*

The Community Services Committee recommended that the correspondence from the Sunshine Coast Trails Society regarding an RFP to complete a Sunshine Coast Trails Strategy be received;

AND THAT \$100 from each of the Rural Grant in Aid discretionary budgets (function 121, 122, 127, 128, & 129) for a total of \$500, for mapping information for the Sunshine Coast Trail Society.

*Director Shugar opposed
Director Johnson left the meeting for this recommendation*

Recommendation No. 15 *Sunshine Coast Trails Strategy*

The Community Services Committee recommended that Parks staff participate on the advisory committee for the Sunshine Coast Trails Society for the purpose of the Trails Strategy.

Recommendation No. 16 *Old Growth Trees*

The Community Services Committee recommended that the correspondence from Frank Brown regarding old growth trees in Halfmoon Bay be received;

AND THAT this issue be deferred to the 2014 Budget discussions;

AND THAT a letter detailing the action on this item be forwarded to Frank Brown.

Recommendation No. 17 *Sechelt Airport*

The Community Services Committee recommended that the letter from the District of Sechelt regarding Sechelt Airport be received;

AND THAT a letter of support in principle for enhancement of airport facilities be forwarded to the District of Sechelt. *Director Shugar Opposed*

Recommendation No. 18 *Sechelt Airport*

The Community Services Committee recommended that a letter be forwarded to the District of Sechelt requesting a representative present the proposed comprehensive business plan for the Sechelt Airport at a future Community Services Committee meeting.

Recommendation No. 19 *Policing Committee Amended Terms of Reference*

The Community Services Committee recommended that the report from the Manager of Legislative Services regarding Sunshine Coast Policing Committee Amended Terms of reference be deferred to the October 10, 2013 Community Services Committee.

Recommendation No. 20 *Parks Monthly Report*

The Community Services Committee recommended that the verbal Parks Monthly report from the Parks Services Manager be received.

Recommendation No. 21 *Marine Drive Bicycle and Walking Path*

The Community Services Committee recommended that a meeting be arranged regarding the Marine Drive Bicycle and Walking Path with the District Manager of Transportation for the Lower Mainland District, interested SCR D Directors, the engineer from Binnie and other pertinent parties;

AND THAT any expenses be reimbursed for Directors if a meeting is required in Vancouver.

Recommendation No. 22 *Recreation Divisional Service Review - Best Practices*

The Community Services Committee recommended that the report from the Recreation Services Manager regarding Recreation Divisional Service Review - Best Practices be deferred to the October 10, 2013 Community Services Committee.

Recommendation No. 23 *Recreation Report 2013 - Key Performance Indicators*

The Community Services Committee recommended that the report from the Recreation Services Manager regarding the Recreation Second Quarterly Report 2013 - Key Performance Indicators be deferred to the October 10, 2013 Community Services Committee.

Recommendation No. 24 *2013 Capital Projects Gibsons & District Aquatic Centre*

The Community Services Committee recommended that the report from the Recreation Services

Manager regarding 2013 Capital Projects Gibsons & District Aquatic Centre be received;

AND THAT the 2013 Financial Plan description be amended to incorporate the shower and heat exchanger enhancements.

Recommendation No. 25 *Sechelt Arena Upper Floor*

The Community Services Committee recommended that the verbal report from the Recreation Services Manager regarding the Sechelt Arena Upper Floor be received.

Recommendation No. 26 *Youth Services Funding Workshop (670)*

The Community Services Committee recommended that the report from the General Manager of Community Services regarding Youth Services Funding Workshop (670 etc.) be received;

AND THAT the scheduling of a workshop include other aspects of the Parks and Recreation Master Plan;

AND THAT these matters be discussed after the Parks and Recreation Master Plan is received by the Community Services Committee on October 10, 2013.

Recommendation No. 27 *Tsunami Debris*

The Community Services Committee recommended that the correspondence from AVICC regarding Tsunami debris be received;

AND THAT the letter and attachment be referred to the September 12, 2013 Planning and Development Committee meeting.

Recommendation No. 28 *Federal Addition to Reserves Policy Comments to AANDC and UBCM*

The Community Services Committee recommended that the report from the General Manager of Community Services regarding Federal Addition to Reserves Policy be deferred to the September 5, 2013 Infrastructure Services Committee for discussion.

Recommendation No. 29 *Area A Recreation Report*

The Community Services Committee recommended that the report from the Pender Harbour Community School regarding Area A Recreation April - June 2013 be received.

IN CAMERA

The Committee moved to In Camera at 1:10 p.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g) and (k) of the *Community Charter* as “*litigation or potential litigation affecting the municipality*” and “*negotiations and related discussions respecting the proposed provision of a municipal service*” will be discussed.

The Committee moved out of In Camera at 1:20 p.m

ADJOURNMENT

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE
SEPTEMBER 5, 2013**

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

PRESENT:	Chair	F. Mauro
	Directors	G. Nohr D. Shugar L. Lewis L. Turnbull G. Tretick D. Siegers
ALSO PRESENT:	GM, Infrastructure Services	B. Shoji
	Manager of Waste Reduction & Recovery	J. Valeriotte
	Manager of Transportation and Facilities	B. Sagman
	Recording Secretary	S. MacKenzie
	Media	2
	Public	3

CALL TO ORDER 1:38 p.m.

AGENDA The Amended Agenda was adopted with the addition of Communication Item #16 received from the Town of Gibsons regarding “Service Withdrawal – Ports Service”.

DELEGATIONS

REBECCA NEWLOVE, SENIOR TRANSIT PLANNER WITH BC TRANSIT addressed the Infrastructure Services Committee regarding the Sunshine Coast Transit Future Plan and Service Priorities.

The Chair thanked Ms. Newlove for her presentation.

BRIAN SADLER, CHAIR OF THE PLAN MONITORING ADVISORY COMMITTEE (PMAC), addressed the Infrastructure Services Committee regarding the following:

- *A request to change the Terms of Reference for PMAC, to increase membership to 14 people*
- *A request that the Infrastructure Services Committee solicit members for PMAC*

The Chair thanked Mr. Sadler for his delegation.

REPORTS**Recommendation No. 1** *BC Transit Future Plan and Service Priorities*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "Sunshine Coast Transit Future Plan" be received;

AND THAT BC Transit representatives organize a workshop before the end of October 2013, for SCRD elected officials and local municipal electives, to review the BC Transit Future Plan;

AND THAT the Corporate Officer and Chair execute the Memorandum of Understanding based on the 3 Year Expansion Initiatives which support the Transit Future Plan Implementation Strategy;

AND FURTHER THAT this item be acted on prior to adoption by the Board.

The Infrastructure Services Committee recessed at 3:08 p.m. and reconvened at 3:17 p.m.

Recommendation No. 2 *BC Transit Performance Review 2012/13*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "BC Transit Performance Review 2012/13" be received.

Recommendation No. 3 *Service Withdrawal – Ports Service*

The Infrastructure Services Committee recommended that the correspondence distributed by Director Tretick dated September 4, 2013 from the Town of Gibsons, regarding withdrawal from Ports Service be received;

AND THAT staff prepare a report on process and ramifications of a service withdrawal, for the October 2013 Infrastructure Services Committee meeting.

Recommendation No. 4 *Ports Business Plan Update*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "Ports Business Plan Update" be received;

AND THAT the issues identified in the "Ports Business Plan Update" report form the basis for the agenda for a Board workshop concerning the Ports function;

AND FURTHER THAT the Terms of Reference for the workshop, as well as the date, be deferred to such time that the Infrastructure Services Committee has addressed the Town of Gibsons service withdrawal request and process.

Recommendation No. 5 *Vaucroft Dock Shed Removal*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "Vaucroft Dock Shed Removal/Replacement" be received;

AND THAT the shed on Vaucroft Dock be removed.

Recommendation No. 6 *Transportation Advisory Committee Terms of Reference*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities report entitled "Transportation Advisory Committee Terms of Reference" be received;

AND THAT the review of the Terms of Reference for the Transportation Advisory Committee be deferred until the October 2013 Infrastructure Services Committee meeting.

Recommendation No. 7 *Response to MMBC Financial Incentive*

The Infrastructure Services Committee recommended that the Manager of Waste Reduction and Recovery's report entitled "Response to MMBC Financial Incentive Offers" be received;

AND THAT the MMBC offer for depot collection in all electoral areas be accepted in principle, to operate depots in Gibsons, Sechelt and Pender Harbour, with a stated preference for depot-only collection in Areas A, E and F;

AND THAT the MMBC offer for curbside collection in Areas B and D be accepted in principle, with indications of preliminary service parameters to be finalized;

AND THAT acceptance of the MMBC offer be subject to successful contract negotiations with MMBC;

AND THAT if the September 16, 2013 deadline was extended by MMBC, that the SCRDC may reconsider its acceptance of the MMBC offer;

AND FURTHER THAT staff collaborate with the District of Sechelt for curbside collection services in Areas B, and D.

Recommendation No. 8 *Monthly Report for July and August 2013*

The Infrastructure Services Committee recommended that the Section Secretary, Infrastructure Services' report entitled "Monthly Report for July and August 2013" be received.

Recommendation No. 9 *PMAC Minutes*

The Infrastructure Services Committee recommended that the August 19, 2013 Plan Monitoring Advisory Committee minutes be received.

Recommendation No. 10 *Federal Addition to Reserves Policy Comments to AANDC & UBCM*

The Infrastructure Services Committee recommended that the General Manager of Community Services' report entitled "Federal Addition to Reserves Policy" be received;

AND THAT this item be deferred until the Chief Administrative Officer is able to review the "Federal Addition to Reserves Policy" report, in consultation with Director Turnbull, and report back to the committee before the next Regular Board meeting.

COMMUNICATIONS

Recommendation No. 11 *Corporate Green House Gas Emissions*

The Infrastructure Services Committee recommended that the correspondence dated July 18, 2013 from Green Communities Committee, regarding Corporate Green House Gas Emissions for 2012 Reporting Year be received.

Recommendation No. 12 *Producers of Packaging and Printed Paper (PPP)*

The Infrastructure Services Committee recommended that the correspondence dated August 7, 2013 from UBCM, regarding Producers of Packaging and Printed Paper (PPP) be received.

Recommendation No. 13 *Multi-Material BC and Local Governments*

The Infrastructure Services Committee recommended that the correspondence dated August 29, 2013 from the Centre of Civic Governance, regarding the MMBC proposal be received.

Recommendation No. 14 *MMBC Response to Stewardship Plan Concerns*

The Infrastructure Services Committee recommended that the correspondence dated September 4, 2013 from UBCM, regarding MMBC's response to the Stewardship Plan concerns be received.

The Infrastructure Services Committee moved In-Camera at 4:30 p.m.

The public was excluded from attendance at the meeting in accordance with Section 90 (1) (a) of the *Community Charter* "negotiations and related discussions respecting the proposed provision of a municipal service...".

The Infrastructure Services Committee moved out of In-Camera at 4:32 p.m.

ADJOURNMENT 4:33 pm

SCRD STAFF REPORT

DATE: August 23, 2013
TO: Regular Board – September 12, 2013
FROM: Sherry Reid, Deputy Corporate Officer
RE: **EMERGENCY UBCM RESOLUTION FOR A COMPREHENSIVE MANAGEMENT PLAN IN HOWE SOUND**

RECOMMENDATION

THAT the Deputy Corporate Officer's report regarding an Emergency UBCM Resolution for a Comprehensive Management Plan in Howe Sound be received;

AND THAT the Board provide direction on the preferred course of action.

BACKGROUND

The deadline for the submission of emergency resolutions for consideration at the Union of British Columbia Municipalities (UBCM) Convention is September 13th, 2013. The following recommendation was adopted by the Board at the regular meeting held July 25, 2013 (in part):

352/13 ... AND FURTHER THAT staff draft an emergency resolution for the 2013 UBCM Convention requesting that UBCM support a Comprehensive Management Plan for Howe Sound.

DISCUSSION

Staff have reviewed UBCM's Resolution Procedures and note that a resolution "may be deemed emergency in nature only if the topic has arisen since the June 30 deadline."¹ Late resolutions that do not meet this criteria are not admitted for debate.

Staff suggest that the proposed resolution does not meet the criteria for an emergency resolution and should be directed to AVICC for consideration at the April 2014 convention.

If the Board wishes to proceed with submitting a resolution to UBCM (or AVICC), staff have drafted the following resolution for consideration:

WHEREAS Howe Sound is a sensitive, ecologically significant area of unparalleled scenic beauty, and provides important ecosystem services for various First Nations, senior and local governments, and is without a land and marine use plan to facilitate a coordinated approach to land and marine use planning;

AND WHEREAS there is a growing concern regarding the future of Howe Sound as commercial, industrial and recreational uses expand without an approach for assessing the cumulative impacts of those increased uses, thereby putting recent progress of significant ecosystem recovery at risk;

¹ <http://www.ubcm.ca> retrieved August 23, 2013

THEREFORE BE IT RESOLVED that UBCM urge the provincial government to support the development of a Comprehensive Management Plan for Howe Sound that facilitates a coordinated land and marine use planning process between First Nations, senior and local governments, and other local bodies to ensure ongoing recovery and responsible land use planning within Howe Sound.

Options:

1. Amend or approve draft resolution for submission to UBCM by Friday September 13, 2013 as an emergency item.
2. Amend or approve draft resolution for submission to AVICC in April 2014.
3. No further action.

SCRD STAFF REPORT

DATE: August 23, 2013
TO: Regular Board – September 12, 2013
FROM: Angie Legault, Manager of Legislative Services
RE: **2013 RESOLUTIONS TO UBCM**

RECOMMENDATION

THAT the report on 2013 Resolutions to UBCM be received;

AND THAT the Board identify which Director will speak to SCRD resolutions at the UBCM convention.

BACKGROUND

Prior to attending the Union of British Columbia Municipalities convention, Directors may wish to discuss the logistics related to covering issues, meetings and resolutions.

Briefing notes are being prepared to assist the Board in addressing resolutions on the convention floor, as well as for meetings requested with the Province. The briefing notes will form part of the Director's information packages for the convention.

DISCUSSION

The following resolutions were endorsed at the AVICC convention and forwarded for discussion at UBCM:

1. Coastal Douglas Fir Partnership (B104)

WHEREAS the Ministry of Forests, Lands and Natural Resource Operations has established the multi-agency Coastal Douglas fir and Associated Ecosystems Partnership (CDFCP) to provide a strategic and collaborative approach to conservation of these ecosystems and which is intended to be funded by the participants;

AND WHEREAS local governments have limited means to raise revenues outside of property taxes to fund initiatives such as the Coastal Douglas fir and Associated Ecosystems Partnership;

THEREFORE BE IT RESOLVED that UBCM urge the Ministry of Forests, Lands and Natural Resource Operations to ensure the Province adequately resources the CDFCP, including the implementation of recommendations made.

(NOTE: UBCM Resolutions Committee recommendation is "No Recommendation".)

2. Bike Lanes on Provincial Road Rights-of-way (B66)

WHEREAS the Ministry of Transportation and Infrastructure have requested local governments building paths on provincial road right-of-way to provide invasive species management plans, have work overseen by an environmental monitor and assume responsibility for invasive plant management in the permitted area in perpetuity; in addition to providing for maintenance, including any sweeping which exceeds standards outlined in road maintenance contracts;

AND WHEREAS local governments are building paths to encourage people to use environmentally friendly alternatives to vehicles and should not be burdened with the costs of tasks within the jurisdiction of the Ministry, such as sweeping or ongoing invasive plant management;

THEREFORE BE IT RESOLVED that UBCM urge the Ministry of Transportation and Infrastructure to ensure permit conditions for construction and maintenance do not provide a deterrent to local governments wishing to expand active transportation networks, by the Ministry of Transportation and Infrastructure assuming full responsibility for the control of invasive plants on MOTI road rights of way and for maintaining adequate sweeping standards on bike lanes.

(NOTE: UBCM Resolutions Committee recommendation is to endorse.)

3. Bear Aware Funding (B73)

WHEREAS the evolving criteria and competitive process for securing Bear Aware / Wild Safe BC funding is counterproductive to local governments requiring funding certainty to ensure continuity of a service provided in partnership with other organizations;

AND WHEREAS small rural local governments are less able to respond to evolving program criteria and funding requirements;

THEREFORE BE IT RESOLVED that UBCM urge the Ministry of Environment to provide financial support and work with the BC Conservation Foundation to revise the funding criteria for the Bear Aware / Wild Safe program to ensure interested communities can participate without having to compete against other jurisdictions for funding.

(NOTE: UBCM Resolutions Committee recommendation is to endorse.)

The following resolution was submitted directly to UBCM for consideration at the convention:

4. Evaluation of Resolution Effectiveness (B49)

WHEREAS UBCM, as the conduit between its members and other levels of government, endorses numerous resolutions of significance to all local governments;

AND WHEREAS it is perceived that provincial responses to UBCM resolutions are frequently unresponsive or unsatisfactory:

THEREFORE BE IT RESOLVED THAT UBCM evaluate and provide its membership with a measure of the effectiveness of resolutions and detail on the significant positive action taken.

(NOTE: UBCM Resolutions Committee recommendation is to endorse and refer to Executive.)

The following resolution was submitted to UBCM as a late / emergency resolution:

5. Parking Enforcement in Rural Areas

WHEREAS the RCMP are responsible for enforcing parking regulations in rural areas;

AND WHEREAS the process required to ticket and / or tow parking offenders is time consuming and takes policing resources away from other priorities:

THEREFORE BE IT RESOLVED THAT regional districts be granted the authority to enforce parking regulations within their boundaries.

The Board will be considering whether to submit the following resolution as a late/emergency item:

6. Howe Sound Management Plan

WHEREAS Howe Sound is a sensitive, ecologically significant area of unparalleled scenic beauty, and provides important ecosystem services for various First Nations, senior and local governments, and is without a land and marine use plan to facilitate a coordinated approach to land and marine use planning;

AND WHEREAS there is a growing concern regarding the future of Howe Sound as commercial, industrial and recreational uses expand without an approach for assessing the cumulative impacts of those increased uses, thereby putting recent progress of significant ecosystem recovery at risk;

THEREFORE BE IT RESOLVED that UBCM urge the provincial government to support the development of a Comprehensive Management Plan for Howe Sound that facilitates a coordinated land and marine use planning process between First Nations, senior and local governments, and other local bodies to ensure ongoing recovery and responsible land use planning within Howe Sound.

UBCM categorizes resolutions for the convention as follows:

- Section A resolutions pertain to new policy matters not previously discussed by membership and/or priority items that have broad application to UBCM members
- Section B resolutions may be brought to the Convention floor with the approval of the delegates after resolutions in Section A have been considered
 - Part 1 – resolutions supporting existing policy
 - Part 2 – resolutions proposing new policy – within local government jurisdiction
 - Part 3 – resolutions proposing new policy – not within jurisdiction of local government
- Section C resolutions are referred to discussion of other similar resolutions that have been submitted.

SCRD STAFF REPORT

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

RECOMMENDATIONS

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

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

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

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

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

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

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

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

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

AND THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of **Lot A, District Lot 1427, Plan BCP16413, Group 1, NWD PID 026-228-068**
Electoral Area B

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

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

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

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

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

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

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

BACKGROUND

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

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

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

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Manager of Legislative Services has sent registered letters to all of the registered owners of the properties listed in this report. The owners have been advised of the date and time of the Board meeting at which the decision to register a Notice on Title will be made, and that at this meeting they will be afforded the opportunity to speak to the issues being registered if they wish.

DISCUSSION:

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

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

Electoral area B

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

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

Electoral Area A

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

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

Electoral Area A

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

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

Electoral Area A

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

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

Electoral Area E

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

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

Electoral Area F

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

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

Electoral Area A

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

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

Electoral Area D

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

9. 8576 Redrooffs Road, **Lot A, District Lot 1427, Plan BCP16413, Group 1, NWD PID 026-228-068**

Electoral Area B

- Permit for roof replacement for framing has expired
- No final inspection

10. 1186 Firburn Road, **Block 9, District Lot 1621, Plan 2936, Group 1, NWD PID 013-314-122**

Electoral Area D

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

**11. 777 Madison Place, Strata Lot 5, District Lot 687, Strata Plan BCS3866, Group 1, NWD
PID 028-283-147**

Electoral Area F

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

**12. 1907 Crystal Crescent, Lot 8, Block 2, District Lot 1819, Plan BCP3382, Group 1, NWD
PID 025-570-749**

Electoral Area D

- Permit for SFD expired
- Final inspection deficiencies not completed

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

Electoral Area A

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

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

Electoral Area A

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

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

Electoral Area A

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

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

Electoral Area A

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

End of list

SCRD STAFF REPORT

DATE: Wednesday, September 4th, 2013
TO: SCRD Board (September 12th, 2013)
FROM: Sharon Heppner, Manager IT/GIS
RE: **CIVIC ADDRESSING – MTI BYLAW 558.4**

RECOMMENDATION(S)

THAT Municipal Ticket Information System (MTI) Bylaw No. 558.4 be given readings and be adopted;

AND THAT the Board direct staff to prepare a bylaw amendment to allow for the use of the Bylaw Notice Enforcement (BEN) system for civic addressing regulation infractions.

BACKGROUND

The Civic Addressing Bylaw report dated July 16th, 2013 was presented at the SCRD Board Meeting on July 25th, 2013. The Board made the following resolution 373/13:

THAT Bylaw 558.4 be deferred to the next Board meeting for further clarification regarding MTI and BEN enforcement as they apply to Bylaw 558.4.

DISCUSSION

Civic Addressing Regulations and Fees Bylaw 673 was adopted at the July 25th, 2013 Board meeting. Bylaw 558.4 amends the Municipal Ticket Information Bylaw to include a \$100 penalty for contravention of civic addressing regulations. Schedule 18 outlines the infractions for which a ticket could be issued.

Section 5.6 of the Corporate Policy on Civic addressing states the following:

In the event of non-compliance with civic addressing regulations, the SCRD will prepare a notice in writing to the owner to undertake remedial action and serve the notice by registered mail. The owner will have thirty (30) days to complete the work after which time the SCRD will pursue ticketing.

It should be noted that only in the instance of non-compliance and when all other resources have been exhausted, will the Fire Departments, Building Inspector or Bylaw Compliance Officer be called upon to issue a ticket.

SUMMARY

Bylaw 558.4 is proposed to introduce a fine to act as a deterrent in cases where there is non-compliance.

Staff also request that the Board extend the use of the BEN system to include civic addressing infractions. This would require a separate bylaw which would be brought forward at another meeting.

Sunshine Coast Regional District

Bylaw No. 558.4

**A bylaw to amend Sunshine Coast Regional District
Municipal Ticket Information System Bylaw No. 558, 2006**

WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006* in order to add a new schedule for *Sunshine Coast Regional District Civic Addressing Regulations and Fees Bylaw No. 673, 2013*;

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 Municipal Ticket Information System Amendment Bylaw No. 558.4, 2013*.
2. *Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006* is hereby amended as follows:
 - a) Delete Section 4 in its entirety and replace with a new Section 4 as follows:
 4. Pursuant to Section 264 (1) (c) of the *Community Charter*, the words or expressions set forth in Column 1 of Schedules 2 through 18 of the Bylaw designate the offence committed under the bylaw section numbers appearing in Column 2 of Schedules 2 through 18 opposite the respective words or expressions.
 - b) Delete Section 5 in its entirety and replace with a new Section 5 as follows:
 5. Pursuant to Section 265 (1) (a) of the *Community Charter*, the fine amount set forth in Column 3 of Schedules 2 through 18 to the Bylaw is the fine amount that corresponds to the section number and words or expressions set out in Columns 1 and 2 of the Schedules 2 through 18 opposite the fine amount.
 - c) Delete Schedule 1 in its entirety and replace with the revised Schedule 1 attached hereto.

d) Add a new Schedule 18 as attached hereto.

READ A FIRST TIME this 12th day of September, 2013

READ A SECOND TIME this 12th day of September, 2013

READ A THIRD TIME this 12th day of September, 2013

ADOPTED this 12th day of September, 2013

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1

Attached to and Forming Part of Bylaw No 558, 2006.

**Column 1
Designated Bylaws**

**Column 2
Designated Bylaw Enforcement
Officer**

Schedule 2

Bylaw No. 422, 1995

“SCRD Revised Water Rates and
Regulations Bylaw No. 422, 1995”

- General Manager of Infrastructure Services or Designate
- Utilities Supervisor
- Bylaw Compliance Officer

Schedule 3

Bylaw No. 310, 1987

“SCRD Zoning Bylaw No. 310,
1987”

- Manager of Planning and Development or Designate
- Bylaw Compliance Officer
- Building Inspector

Schedule 4

Bylaw No. 337, 1990

“SCRD Electoral A Zoning Bylaw
No. 337, 1990”

- Manager of Planning and Development or Designate
- Bylaw Compliance Officer
- Building Inspector

Schedule 5

Bylaw No. 597, 2008

“SCRD Noise Control Bylaw No.
597, 2008”

- Bylaw Compliance Officer
- Dog Control Officer
- RCMP Officers

Schedule 6

Bylaw No. 535, 2004

“SCRD Building Bylaw No. 535,
2004”

- Bylaw Compliance Officer
- Building Inspector

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Schedule 7

Bylaw No. 376, 1994	<ul style="list-style-type: none">• Dog Control Officer• Bylaw Compliance Officer• RCMP Officers
“SCRD Dog Regulation and Impounding Bylaw No. 376, 1994”	

Schedule 8 - Repealed

Schedule 9

Bylaw No. 356, 1991	<ul style="list-style-type: none">• Manager of Parks & Recreation• Parks Supervisor or Designate• Parks Planning Coordinator• Bylaw Compliance Officer• RCMP Officers
“SCRD Regional Parks Regulation Bylaw No. 356, 1991”	

Schedule 10

Bylaw No 350, 1991	<ul style="list-style-type: none">• Manager of Planning and Development or Designate• Bylaw Compliance Officer
“SCRD Tree Cutting Permit Bylaw No. 350, 1991”	

Schedule 11

Bylaw No 554, 2005	<ul style="list-style-type: none">• Dog Control Officer• Bylaw Compliance Officer
“SCRD Kennel Regulation Bylaw No. 554, 2006”	

Schedule 12

Bylaw No. 518, 2002	<ul style="list-style-type: none">• General Manager of Infrastructure Services or Designate• Bylaw Compliance Officer• RCMP Officers
“SCRD Ports Regulation Bylaw No. 518, 2002”	

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 1 (continued)

Attached to and Forming Part of Bylaw No 558, 2006.

Schedule 13

- | | |
|---|--|
| Bylaw No. 598, 2008 | <ul style="list-style-type: none">• General Manager of Community Services or Designate |
| “Roberts Creek Smoke Control Regulations Bylaw No. 598, 2008” | <ul style="list-style-type: none">• Bylaw Compliance Officer• Fire Hall Assistant• General Manager of Planning and Development |

Schedule 14 - Repealed

Schedule 15

- | | |
|--|---|
| Bylaw No. 631, 2011 | |
| “SCRD Fire Protection Bylaw No. 631, 2011” | <ul style="list-style-type: none">• Fire Chief or Designate• Fire Hall Assistants• Bylaw Compliance Officer |

Schedule 16

- | | |
|---|--|
| Bylaw No. 405, 1994 | <ul style="list-style-type: none">• Solid Waste Management Coordinator |
| “SCRD Sanitary Landfill Site Bylaw No. 405, 1994” | <ul style="list-style-type: none">• Manager of Sustainable Services• Environmental Technician• General Manager of Infrastructure Services• Bylaw Compliance Officer |

Schedule 17

- | | |
|---|--|
| Bylaw No. 578, 2006 | |
| “Egmont and District Fire Protection Bylaw No. 578, 2006” | <ul style="list-style-type: none">• Fire Chief or Designate• Bylaw Compliance Officer |

Schedule 18

- | | |
|--|--|
| Bylaw No. 673, 2013 | <ul style="list-style-type: none">• Fire Chief, Fire Hall Assistant or designate |
| “SCRD Civic Addressing Regulations and Fees Bylaw No. 673, 2013” | <ul style="list-style-type: none">• Building Inspectors• Bylaw Compliance Officer |

SUNSHINE COAST REGIONAL DISTRICT

SCHEDULE 18

Attached to and Forming Part of Bylaw No 558, 2006.

Offence and Fine Schedule

SCRD Civic Addressing Regulations and Fees Bylaw No. 673, 2013

OFFENCE	SECTION	FINE
Failure to post civic number	4.1	100.00
Failure to display addressing schema	4.8	100.00
Display civic number not assigned by Regional District	4.11	100.00

Sunshine Coast Regional District

Bylaw No. 676

A bylaw to authorize the borrowing of Two Million and Thirty Thousand Dollars for the construction of the South Pender Harbour Water Treatment Plant

WHEREAS the Board of the Sunshine Coast Regional District has established by Bylaw No. 1074, a service for the purpose of providing water services within a portion of Electoral Area A of the Sunshine Coast Regional District;

AND WHEREAS the Drinking Water Officer has ordered the construction and commissioning of a multi-barrier treatment plant for the South Pender Harbour Water Service Area pursuant to Section 25 of the *Drinking Water Protection Act*;

AND WHEREAS the Board of the Sunshine Coast Regional District wishes to borrow for debt incurred by the construction;

AND WHEREAS the estimated cost of the construction, including expenses incidental thereto, that is not covered by other sources of revenue, is the sum of Two Million and Thirty Thousand Dollars (\$2,030,000) which is the amount of debt created by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed twenty years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

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

1. This bylaw may be cited as *South Pender Harbour Water Treatment Plant Loan Authorization Bylaw No. 676, 2013*.
2. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of the water treatment plant serving the South Pender Harbour Water Service Area and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Regional District a sum not exceeding Two Million and Thirty Thousand Dollars (\$2,030,000);

- b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the South Pender Harbour Water Treatment Plant.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is Twenty years.

READ A FIRST TIME this 27th day of June, 2013

READ A SECOND TIME this 27th day of June, 2013

READ A THIRD TIME this 27th day of June, 2013

APPROVED BY THE INSPECTOR OF MUNICIPALITIES
 this 24th day of July, 2013

ADOPTED this 12th day of September, 2013

CORPORATE OFFICER

CHAIR

SCRD STAFF REPORT

DATE: September 6, 2013
TO: SCRD Board – September 12, 2013
FROM: Jeremy Valeriote, Manager, Waste Reduction and Recovery
RE: **Bylaw Amendment to Increase Landfill Tipping Fee**

RECOMMENDATION

THAT Bylaw 405.17 be given readings and be adopted.

BACKGROUND

The following resolution was adopted by the Board at the regular meeting held on March 14, 2013.

Res. 110/13 No. 26

THAT the Manager, Sustainable Services' report titled "Regional Solid Waste [350-353] – 2013 R3 Budget Proposal" be received;

AND THAT the following budget proposal be approved and included in the 2013 Budget:

Budget Proposal 9 – Funding 2013 Landfill Cost Increases as follows:

<i>Landfill Cost Increases</i>	<i>\$171,500</i>
<i>Town of Gibsons Green Waste</i>	<i>\$51,400</i>
<i>TOTAL Landfill Cost Increases</i>	<i>\$222,900</i>

Funded per the following Model:

a) by Service Reductions (Sechelt Landfill closed Mondays Year Round and Pender Harbour Landfill closed Tuesdays Year Round):

<i>2013 start September 1</i>	<i>\$30,000</i>
<i>2014</i>	<i>\$95,000</i>

b) by Tipping Fee Increase (\$25/tonne):

2013 start September 1 \$85,000

2014 \$190,000

c) by 2013 Operating Reserve \$55,000

d) by 2013 Required Revenue \$55,000;

AND THAT Town of Gibsons Green Waste component be included in the 2013 Landfill budget;

AND THAT staff report to the May Infrastructure Services Committee Meeting regarding a feasibility study for looking at separating Green Waste into its own function and the possibility of leaving the Islands out of the function;

AND FURTHER THAT staff develop a communication plan to advise the public of the Service Reductions and Tipping Fee Increases.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 405.17

A Bylaw to amend the "Sunshine Coast Regional District Sanitary Landfill Site Bylaw No. 405, 1994"

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

1. This Bylaw may be cited as *"Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.17, 2013"*.
2. *"Sunshine Coast Regional District Sanitary Landfill Site Bylaw No. 405, 1994"* is hereby amended as follows:
 - a) Delete Schedule "B" in its entirety and replace with the revised Schedule "B" attached hereto.
3. This bylaw shall come into force and effect September 16, 2013:

READ A FIRST TIME	this	12 th	day of	September, 2013
READ A SECOND TIME	this	12 th	day of	September, 2013
READ A THIRD TIME	this	12 th	day of	September, 2013
ADOPTED	this	12 th	day of	September, 2013

CORPORATE OFFICER

CHAIR

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 405
"SCHEDULE B"**

LANDFILL SITE FEES

The following fees will be levied for waste delivered to the landfill sites
Effective September 16, 2013:

- 1) **Municipal Solid Waste** (excluding Recyclable Materials & Controlled Waste) \$150 per tonne

- 2) **Recyclable Materials:**
 - a) Yard and Garden Waste:
 - i) Residential Self Haul Loads Less Than 5 Tonnes NO CHARGE
 - ii) Commercial Loads \$45 per tonne
 - iii) Loads 5 Tonnes Or More \$45 per tonne

 - b) Metal:
 - i) Scrap & White Goods \$70 per tonne
 - ii) Propane Tanks – \$2 up to 25 lb; \$5 between 26 & 100 lbs **OR** \$70 per tonne
 - iii) With Freon (fridges etc) **the greater of \$40 per unit OR** \$115 per tonne
 - iv) Vehicles (accepted **ONLY** at Pender Landfill) \$115 per tonne

 - c) Tires:

i) Passenger	rim removed	\$3	on rim	\$8	OR	\$215 per tonne
ii) Medium Truck	rim removed	\$18	on rim	\$36	OR	\$315 per tonne
iii) OTR	rim removed	\$240	on rim	\$480	OR	\$665 per tonne

 - d) Paint & Product Care Products (accepted **ONLY** at Sechelt Landfill) NO CHARGE

 - e) Expanded polystyrene (Styrofoam) and expanded polyethylene (meat trays) \$4.00/bag

- 3) **Controlled Waste:**
 - a) Separated Construction / Demolition Waste
 - i) Dirt & Rocks \$105 per tonne
 - ii) Clean Wood, C&D(misc) \$140 per tonne
 - iii) Roofing Material \$165 per tonne
 - iv) Treated/Dirty Wood Waste \$265 per tonne
 - v) Gypsum \$265 per tonne
 - vi) Asphalt, Concrete \$275 per tonne
 - vii) Asbestos, Asbestos Cement \$275 per tonne

 - b) Dead Animals \$275 per tonne

All Non-Separated Waste

two times the regular/separated fee
 PLUS an additional \$100 per hour
 for separation done by landfill personnel

- 4) All charges referred to in Sections 1 through 3, with the exception of 2(e) are subject to a \$5 minimum charge.
- 5) All loads of municipal solid waste – except residential curbside pickup – containing non-separated controlled waste or recyclable materials will be assessed a tipping fee which is two times the regular fee of the most expensive material in the load. This fee will be charged for the entire load.
- 6) All charges referred to in Sections 4 and 6 are subject to a \$10 minimum charge.
- 7) The weight of materials delivered to the landfill site, on which fees are based, will be determined by:
 - a) Measuring the weight on the scale provided at the landfill site; **or**
 - b) In the event that the scale provided is not operational, weight will be estimated by the landfill Attendant employed by the Sunshine Coast Regional District.
- 8) All charges referred to in Sections 1 through 8 will be rounded up or down to the nearest quarter of a dollar.

SCRD STAFF REPORT

DATE: August 23rd, 2013
TO: Regional District Board– September 12th, 2013
FROM: Gregory Gebka, Planner - Planning & Development Division
RE: **OCP / Zoning Bylaw Amendment Nos. 641.1 & 310.127 – Groom
(Electoral Area D)**

RECOMMENDATION:

- (1) THAT the report entitled “OCP / Zoning Bylaw Amendment Application Nos. 641.1 / 310.127 - Groom”, dated August 23rd, 2013, be received;
 - (2) THAT Part 2 of Bylaw No. 310.127 be modified by deleting the phrase “a portion of”;
 - (3) THAT Bylaw No. 310.127, as modified, be given amended Second Reading;
 - (4) THAT a public hearing concerning Bylaw Nos. 641.1 and 310.127 be rescheduled to be held on Tuesday, October 1st, 2013 at 7:00 p.m. in the Roberts Creek Community Hall located at 1309 Roberts Creek Road, Roberts Creek, BC; and
 - (5) THAT the Board delegate a chair and alternate chair to conduct the public hearing.
-

BACKGROUND:

At its meeting of July 25th, the Board adopted the following Planning & Development Committee recommendation:

Recommendation No. 14 OCP/Zoning Amendment Bylaw Nos. 641.1 & 310.127 (Groom)

THAT the staff report dated July 3, 2013 titled “OCP / Zoning Bylaw Amendment Nos. 641.1 & 310.127 – Groom (Electoral Area D)” be received;

AND THAT Bylaw No. 641.1 be considered pursuant to Section 882 of the Local Government Act concerning its potential impact on the Regional District’s financial plan and applicable solid waste management plan;

AND THAT a public hearing concerning Bylaw Nos. 641.1 and 310.127 be scheduled to be held at 7:00 p.m. on Tuesday, September 10th, 2013 at the Roberts Creek Community Hall located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND FURTHER THAT the Board delegate a chair and alternate chair to conduct the public hearing.

In late June, the applicant informed staff of a textual error within Bylaw No. 310.127, where the subject property description was referenced as “a portion of”. At the time staff recorded the applicant’s concern; however, staff later inadvertently forwarded the uncorrected version of the bylaw to the Board with a report recommending scheduling a public hearing for September 10th.

This report provides the corrected draft bylaw for amended second reading. Although the risk is considered minor, to avoid any potential challenges of Bylaw No. 310.127, the public hearing originally scheduled to be held on September 10th is recommended to be re-scheduled to October 1st, once the bylaw is given amended second reading.

Staff have apologized to the applicant for difficulties resulting from the error. Staff also apologize to the Board, and express commitment to improving various administrative practices and procedures in order to avoid such oversights in the future.



Gregory Gebka, Planner
Planning & Development Division
GG/
Attachments

**SUNSHINE COAST REGIONAL DISTRICT
ZONING AMENDMENT BYLAW No. 310.127, 2011**

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 the "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.127, 2011".

PART B – AMENDMENT

2. Schedule B of Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 is hereby amended rezoning Lot 12, Block G, District Lot 809, Plan 7877 from the ‘E’ subdivision district to the ‘C’ subdivision district, as denoted on Appendix ‘A’ to this Bylaw.

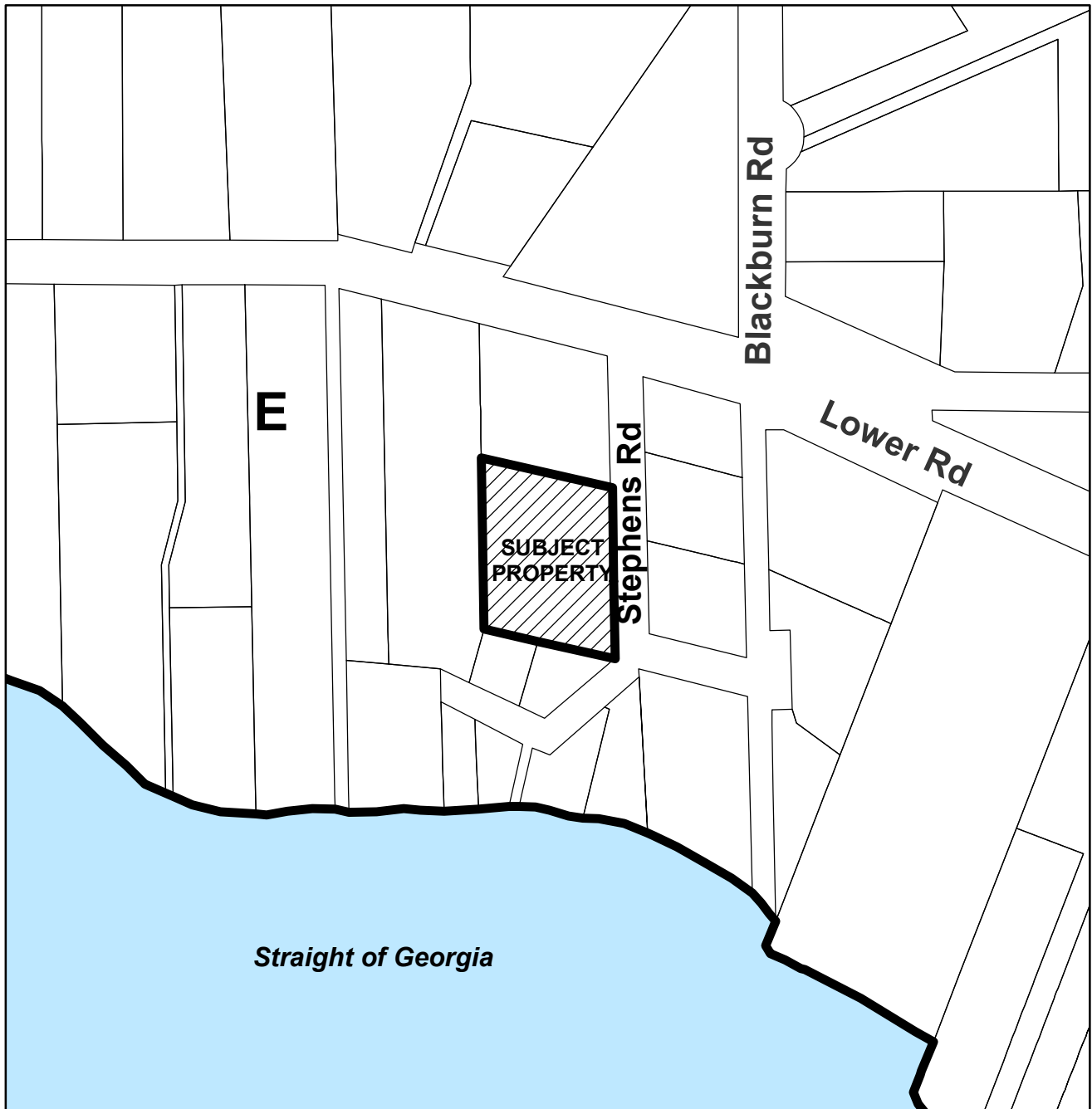
PART C - ADOPTION

READ A FIRST TIME this	22 nd	DAY OF	SEPTEMBER	2011
READ A SECOND TIME this	23 rd	DAY OF	MAY	2013
READ A SECOND TIME, as amended this		DAY OF		2013
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this		DAY OF		2013
READ A THIRD TIME this		DAY OF		2013
APPROVED PURSUANT TO Section 52 of <i>THE TRANSPORTATION ACT</i> this		DAY OF		2013
ADOPTED this		DAY OF		2013

Corporate Officer

Chair

Appendix 'A' to Bylaw No. 310.127



Legal Description - Lot 12, Block G, District Lot 809, Plan 7877

Existing Subdivision District - E

Proposed Subdivision District - C

Corporate Officer

Chair
