



SUNSHINE COAST REGIONAL DISTRICT



REGULAR BOARD MEETING TO BE HELD
AT THE GIBSONS AND AREA COMMUNITY CENTRE
700 PARK ROAD, GIBSONS, B.C.

THURSDAY JUNE 26, 2014

AGENDA

CALL TO ORDER 7:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of June 12, 2014

Annex A
Pages 1-16

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

- ~~3. Richard Rosenthal, Chief Civilian Director
Regarding Independent Investigations Office of B.C.~~

~~Annex B
pp 17-18~~

COMMUNICATIONS

REPORTS

4. Directors' Reports Verbal
5. Administrator's Report Verbal
6. Community Services Committee recommendation Nos. 1-22 of June 12, 2014 Annex C
pp 19-25
7. Planning and Development Committee recommendation Nos. 1- 38 of June 19, 2014 Annex D
pp 26-37
8. General Manager, Community Services – Co-location Agreements VDT and VUB E-Comm Annex E
p 38

MOTIONS

BYLAWS

9. "Sunshine Coast Regional District Election Procedures Bylaw No. 692, 2014" Annex F
pp 39-41
- ***Receipt of Staff Report***
 - ***First and Second Reading***
- (Voting – Electoral Area Directors – 1 Vote Each)**
10. "Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.1, 2014" Annex G
p 42
- ***Third Reading and Adoption***
- (Voting – Electoral Area Directors – 1 Vote Each)**
11. "Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.111, 2014" Annex H
pp 43-45
- ***First and Second Reading***
- (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), (e), (g), (i), and (k) of the *Community Charter* – "personal information about an identifiable individual...", "the acquisition, disposition or expropriation of land...", "litigation or potential litigation...", "the receipt of advice that is subject to solicitor-client privilege", and "negotiations and related discussions respecting the proposed provision of a municipal service...".

UPCOMING MEETING DATES (TO JULY 31, 2014)

SCRD Board, Committee, and Advisory Committee Meetings

Policing Committee	June 23 at 9:00 a.m.
Transportation Committee	June 23 at 10:15 a.m.
Agricultural Advisory Committee (AAC)	June 24 at 3:30 p.m.
Area B Advisory Planning Commission (APC)	June 24 at 7:00 p.m.
Area F Advisory Planning Commission (APC)	June 24 at 7:00 p.m.
Area A Advisory Planning Commission (APC)	June 25 at 7:00 p.m.
Area E Advisory Planning Commission (APC)	June 25 at 7:00 p.m.
Corporate and Administrative Services Committee	June 26 at 1:30 p.m.
Regular Board	June 26 at 7:30 p.m.
Area D Advisory Planning Commission (APC)	June 30 at 7:00 p.m.
Infrastructure Services Committee	July 3 at 1:30 p.m.
Community Services Committee	July 10 at 1:30 p.m.
Regular Board	July 10 at 7:30 p.m.
Natural Resources Advisory Committee (NRAC)	July 16 at 7:00 p.m.
Planning and Development Committee	July 17 at 9:30 a.m.
Agricultural Advisory Committee (AAC)	July 22 at 3:30 p.m.
Area B Advisory Planning Commission (APC)	July 22 at 7:00 p.m.
Area F Advisory Planning Commission (APC)	July 22 at 7:00 p.m.
Area E Advisory Planning Commission (APC)	July 23 at 7:00 p.m.
Sunshine Coast Regional Hospital District	July 24 at 10:00 a.m.
Corporate and Administrative Services Committee	July 24 at 1:30 p.m.
Regular Board	July 24 at 7:30 p.m.
Area D Advisory Planning Commission (APC)	July 28 at 7:00 p.m.
Area A Advisory Planning Commission (APC)	July 30 at 7:00 p.m.

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

Medical Marihuana Open House (Area F)	June 25 at 7:00 p.m.
Intergovernmental Meeting (invitation only)	June 26 at 9:30 a.m.
Medical Marihuana Open House (Area A)	July 2 at 7:00 p.m.
Jackson Plaque Presentation at Gibsons and Area Community Centre	July 5 at 10:00 a.m.
Joint SCRD/Powell River Regional District Meeting	July 23 (time TBC)



SUNSHINE COAST REGIONAL DISTRICT

June 12, 2014

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	L. Lewis F. Mauro D. Shugar D. Siegers G. Tretick L. Turnbull

ALSO PRESENT:	Manager, Legislative Services	A. Legault
	Treasurer	T. Perreault
	GM, Community Services	P. Fenwick
	GM, Planning and Development	S. Olmstead
	GM, Infrastructure Services	B. Shoji
	Deputy Corp. Officer/Recorder	S. Reid
	Media	0
	Public	0

CALL TO ORDER 7:30 p.m.

AGENDA It was moved and seconded

319/14 THAT the agenda for the meeting be adopted as presented

CARRIED

MINUTES

Minutes **It was moved and seconded**

320/14 THAT the Regular Board meeting minutes of May 22, 2014 be adopted as presented.

CARRIED

COMMUNICATIONS

UBCM **It was moved and seconded**

321/14 THAT the correspondence from Peter Ronald, Programs Officer, Union of BC Municipalities regarding Funding Approval for the 2014/15 (Spring) Regional Community to Community Forum be received.

CARRIED

UBCM **It was moved and seconded**

322/14 THAT the correspondence from the Honourable Christy Clark, Premier of British Columbia, regarding the process for requesting meetings with the Premier and Cabinet Ministers at the 2014 Union of BC Municipalities (UBCM) Conference be received;

AND THAT a meeting with the Premier be requested to discuss concerns regarding BC Ferries’ economic impact on the future of the Sunshine Coast;

AND FURTHER THAT other coastal communities be invited to attend the meeting with the Premier regarding BC Ferries’ economic impact on coastal communities.

CARRIED

REPORTS

Director’s Reports

Directors provided a verbal report of their activities.

Special Corporate **It was moved and seconded**

323/14 THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-3 of May 22, 2014 be received, adopted and acted upon as follows:

Recommendation No. 1 *2014 Budget Project Status Report*

THAT the Chief Administrative Officer’s report titled “Budget Project Status Report – May 2014” be received.

323/14 cont.

Recommendation No. 2 *Budget Project Status – Residential Waste Composition Audit*

THAT staff provide a verbal update to the next Infrastructure Services Committee meeting on the Residential Waste Composition Audit (Line 23 of the 2014 Budget Project Status Report), to explain the revised completion date of the project and the validity of information for changes already implemented in recycling, solid waste, etc.

Recommendation No. 3 *Budget Project Status – Keats Island Park Trail Development*

THAT staff report to the June 2014 Community Services Committee meeting identifying the next steps for Keats Island Park Trail Development (Line 44 of the 2014 Budget Project Status Report).

CARRIED

Corporate

It was moved and seconded

324/14

THAT Corporate and Administrative Services Committee recommendation Nos. 1-8, 10-16, 18 and 20 of May 22, 2014 be received, adopted and acted upon as follows:

Recommendation No. 1 *Smoking Bylaws*

THAT the delegation reference materials regarding Smoking Bylaws, as follows, be received:

- Powerpoint Presentation dated May 2014 titled Smoke Free Spaces on the Sunshine Coast;
- Sunshine Coast Smoking Bylaw Survey (One Page Summary) dated January 24, 2014;
- “Leading Edge” Elements of Laws and Bylaws;
- Fact Sheet – Economic Impact of Smoke-Free Policies (Smoke Free Ontario Act as of May 31, 2006);
- The District of North Vancouver Smoking Regulation Bylaw #7792;
- Correspondence from Paul Martiquet, Medical Health Officer of Vancouver Coastal Health Authority regarding “Recommendation to extend the SCRD Smoking Bylaws to prohibit the use of e-cigarettes in public spaces and to consider restricting sales to businesses with a tobacco license”;
- Correspondence from Betty Baxter, Board Chair of School District 46 regarding support for smoke free spaces on the Sunshine Coast;

324/14 cont.

- Correspondence from Lydia Watson, Member at Large, Active Community Committee regarding support to increase smoke free spaces on the Sunshine Coast;
- Correspondence from Elizabeth McNeill, Board Chair, Sunshine Coast Clean Air Society regarding support to increase smoke free spaces on the Sunshine Coast;
- Correspondence from Mary Winn, President, of the Sunshine Coast Bed and Breakfast Cottage Owners Association regarding support for smoke free spaces on the Sunshine Coast;

AND THAT staff report to a future Community Services Committee Meeting regarding the SCR D's ability to regulate smoking in the rural areas, primarily in parks;

AND FURTHER THAT the report include the feasibility of smoke free events on SCR D properties.

Recommendation No. 2 *2013-2014 Strategic Planning Progress Report*

THAT the Chief Administrative Officer's report titled "Strategic Planning Progress Report" be received.

Recommendation No. 3 *Strategic Planning – Cultural Sustainability*

THAT staff provide a verbal report to a future Community Services Committee meeting regarding the Cultural and Social aspects of Sustainability in the Strategic Plan, specifically the coordination, planning and support that local governments can provide to volunteer groups and organizations over time;

AND THAT the report include information from the Sunshine Coast Regional Cultural Strategy.

Recommendation No. 4 *Strategic Planning – Stormwater Management*

THAT staff report to September Planning and Development Services Committee meeting outlining options for addressing stormwater management.

Recommendation No. 5 *Strategic Planning – Invasive Species*

THAT under 6.4(c) of the Strategic Plan, a Proposed Action be added to provide signage to identify invasive species and to provide training of volunteers to define and identify invasive species.

324/14 cont.

Recommendation No. 6 *Strategic Planning – Locally Grown and Produced Food on Coast*

THAT the wording under 6.9(b) of the Strategic Plan - Proposed Actions, be changed to “Define support...”.

Recommendation No. 7 *Support Services Allocation – Addition of Asset Management*

THAT the Treasurer’s report titled “Support Service Allocation – Addition of Asset Management” be received;

AND THAT the addition of Asset Management as a support service effective January 1, 2014 be approved;

AND THAT the Support Services Allocation Policy be amended with allocations based on the insurance statement of values and brought forward to a future Corporate and Administrative Services Committee;

AND FURTHER THAT staff report to November 2014 Corporate and Administrative Services Committee Meeting providing options which reflect insurance or replacement values for the support service allocation for Asset Management.

Recommendation No. 8 *2014 Union of British Columbia Municipalities (UBCM) Resolutions*

THAT the Manager, Legislative Services’ report titled “2014 UBCM Resolutions” be received;

AND THAT the resolution regarding Library Funding as a Dedicated Line Item be amended as follows:

AND WHEREAS the inclusion of the provincial library budget in the overall budget for Ministry of Education program continues to result in hardship and lack of security for BC’s Public Libraries;

AND THAT the resolution regarding Environmental Assessment Review Process be simplified;

AND FURTHER THAT the amended draft resolutions be presented for consideration at the June 12, 2014 Board Meeting.

Recommendation No. 10 *Area D Rural Areas’ Grants-in-Aid – Community Garden*

THAT contribution to the Roberts Creek Community School Garden Project be increased by \$2,000 funded from Rural Areas Grant-in-Aid 01-2-127-212 discretionary for a total of \$8,000 available for the project.

324/14 cont.

Recommendation No. 11 *2014 General Local Election Advance Voting and Campaign Financing*

THAT the Manager, Legislative Services’ report titled “2014 General Local Election Advance Voting and Campaign Financing” be received;

AND THAT the Sunshine Coast Regional District (SCRD) maintain the current practice of holding Advance Voting opportunities on the 10th and 3rd days prior to General Voting days;

AND FURTHER THAT staff prepare an amendment to the election procedures bylaw to remove provisions for posting financial disclosure documents on the internet.

Recommendation No. 12 *Unfunded Portion of Employee Future Benefits Liability*

THAT the Treasurer’s report titled “Unfunded Portion of Employee Future Benefits Liability” be received.

Recommendation No. 13 *Internal Liability Under Agreement (LUA) – Funding Source*

THAT the Treasurer’s report titled “Internal Liability Under Agreement as a Funding Source” be received;

AND THAT staff report to a future Corporate and Administrative Services Committee Meeting to determine if current internal borrowing through Internal Liability Under Agreement (LUA) is still appropriate since short term borrowing rates through MFA are lower, including what applicable bylaws would be required to make the change.

Recommendation No. 14 *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 May 12, 2014” be received.

Recommendation No. 15 *2014 Rural Areas’ Bursary Awards*

THAT the Administrative Assistant, Corporate Services report titled “2014 Rural Areas’ Bursary Awards” be received;

AND THAT staff notify the secondary schools that the following Directors will be attending the graduation ceremonies to make each bursary presentation:

324/14 cont.	Sunshine Coast Alternative School Chatelech Secondary Elphinstone Secondary Pender Harbour Secondary	Director Shugar Director Nohr Director Lewis Director Mauro.
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Recommendation No. 16 *Regional Economic Development Workshop*

THAT the Meeting Notes from the April 26, 2014 Regional Economic Development Workshop and the Presentation titled “Sunshine Coast Regional Economic Development: Workshop #1 April 26, 2014” be received;

AND THAT the information be made available on the Sunshine Coast Regional District (SCRD) website as a stand-alone item.

Recommendation No. 18 *Sechelt Public Library*

THAT the correspondence from the Sechelt Public Library regarding Library Service and Funding be received.

Recommendation No. 20 *Multi-Material BC (MMBC) - Residuals*

THAT a letter be sent to Multi-Material BC (MMBC) requesting the process of how residuals from curbside recycling will be tracked and how this information will be included in MMBC reporting.

CARRIED

Infrastructure **It was moved and seconded**

325/14 THAT Infrastructure Services Committee recommendation Nos. 2-13 of June 5, 2014 be received, adopted and acted upon as follows, as amended:

Recommendation No. 2 *Howe Sound Pulp and Paper Disposal of Green Waste*

THAT Howe Sound Pulp and Paper be contacted to determine if they would accept SCR D green waste.

Recommendation No. 3 *Ports Funding*

THAT the Manager of Transit and Fleet’s report dated May 22, 2014 titled “2015 Ports [345] Funding” be received;

AND THAT the topic of Ports Funding be brought back to the July Infrastructure Services Committee meeting for further discussion.

325/14 cont.

Recommendation No. 4 *Water Taxi*

THAT the Manager of Transit and Fleet's report dated May 16, 2014 titled "Water Taxi User Fees for Use of Langdale Dock" be received;

AND THAT staff *contact BC Ferries and* report back to the *September 2014 Infrastructure Services Committee* upon receipt of response regarding amending the contract with BC Ferries to permit the collection of fees from scheduled water taxis between Horseshoe Bay and Langdale Dock.

Recommendation No. 5 *Transportation Advisory Committee (TAC)*

THAT the Transportation Advisory Committee minutes of April 28, 2014 be received;

AND THAT the following recommendations therein be acted upon as amended:

Recommendation No. 4 *Beach Avenue Speed Limit*

The Transportation Advisory Committee recommended that the SCRD write a letter to the approving authority of the Ministry of Transportation and Infrastructure requesting that the speed limit on Beach Avenue between Roberts Creek Road and Cedar Grove Road in Roberts Creek be changed to a mandatory 30 km/h;

AND THAT the letter include a map of the area.

Recommendation No. 6 *Transportation Initiators Group (TIG)*

The Transportation Advisory Committee recommended that the Transportation Initiators Group (TIG) be requested to provide their meeting minutes to the Transportation Advisory Committee to be included in the agenda package.

Recommendation No. 6 *No Parking Report on Carmen Road*

THAT a staff report be provided to a future Planning and Development Committee meeting regarding "No Parking" signs on Carmen Road.

Recommendation No. 7 *Landfill Financial Analysis*

THAT the Manager of Waste Reduction and Recovery's report dated May 23, 2014 titled "Landfill Financial Analysis" be received;

AND THAT a report for Landfill Funding including Quarter 1 and 2 of 2014 and an update of long-term financial analysis be brought forward to the September 2014 Infrastructure Services Committee meeting.

325/14 cont.

Recommendation No. 8 *Residential Waste Composition Audit*

THAT the Zero Waste Coordinator’s verbal update on the residential waste composition audit be received;

AND THAT a report be provided at the July 3rd Infrastructure Services Committee identifying the timeline for the residential waste composition audit.

Recommendation No. 9 *Monthly Report for May 2014*

THAT the Administrative Assistant’s report titled “Monthly Report for April 2014” be received.

Recommendation No. 10 *Speed Limit for Keats Landing Dock*

THAT a 7 km/h speed limit sign be installed at the Keats Landing dock.

Recommendation No. 11 *BC Hydro and Woodfibre LNG Project Public Engagement*

THAT the correspondence from BC Hydro dated May 23, 2014 regarding BC Hydro and the Woodfibre LNG Project be received.

Recommendation No. 12 *Sunshine Coast Sea Cavalcade Society Extra Bus Service Request*

THAT the correspondence from Sunshine Coast Sea Cavalcade Society dated May 23, 2014 regarding request for extra bus service on July 26th and 27th be received;

AND THAT extra bus service be provided for the Sea Cavalcade *on July 26th.*

Recommendation No. 13 *Commuter Participation*

THAT staff schedule public meetings at times that would facilitate the participation of ferry commuters.

CARRIED

Infrastructure

It was moved and seconded

326/14

THAT Infrastructure Services Committee recommendation No. 1 of June 5, 2014 be received, adopted and acted upon as follows:

Recommendation No. 1 *Green Waste*

THAT the Manager of Waste Reduction and Recovery’s report dated May 21, 2014 titled “Green Waste Program Options” be received;

326/14 cont.

AND THAT a staff report provide analysis of green waste program options including the following:

- Increasing operational efficiency with the potential to collaborate with Salish Soils;
- Costs of Gibsons yard improvements either at its current location or a new location;
- Staffed and secured site to control and monitor access and load limits;
- Staffing costs;
- Chipping on site;

AND THAT Option 4 (Implement user-pay fees for drop-off) and Option 5 (Implement curbside collection of green waste) not be pursued;

AND FURTHER THAT Option 3 (Set seasonal limits for free drop-off) be amended to limited drop off periods during December, January and February and open regular business hours the remainder of the time.

Director Siegers opposed

CARRIED

UBCM

It was moved and seconded

327/14

THAT the Manager of Legislative Services’ report 2014 UBCM Resolutions - Revised be received;

AND THAT the resolutions on Water Pricing Principles, Library as a Dedicated Line Item and Environmental Assessment Review Process be approved for submission to UBCM as amended, as follows:

Water Pricing Principles

WHEREAS the Province of BC has introduced new water pricing principles as part of the Water Sustainability Act which will increase the annual rental costs for the waterworks licenses held by local governments;

AND WHEREAS the Water Pricing Strategy is tantamount to downloading the costs of the implementation of the Water Sustainability Act:

THEREFORE BE IT RESOLVED that *UBCM* encourage the Province to ensure local government water purveyors are not subjected to increased costs for the operation of their water systems.

327/14 cont.

Library Funding as a Dedicated Line Item

WHEREAS resolution 2012-B71 ‘Reinstatement of Dedicated Line Item Library Funding in BC’ was endorsed by the UBCM membership;

AND WHEREAS the inclusion of the provincial library budget in the overall budget for Ministry of Education programs continues to result in hardship and lack of security for BC’s public libraries:

THEREFORE BE IT RESOLVED that the UBCM re-affirm support for reinstating library funding as a separate line item in the provincial budget.

Environmental Assessment Review Process

WHEREAS the guiding principles of the B.C. Environmental Assessment Office (EAO) include a commitment to undertaking objective environmental assessments, giving full and fair consideration to all interests, and to providing opportunities for all interested parties to participate in the environmental assessment process;

AND WHEREAS the allocated 30-day public consultation period is not adequate for meaningful public consideration and comment on projects under review, nor does it provide opportunities for public comment on the EAO’s report before a Ministerial decision is made public:

THEREFORE BE IT RESOLVED THAT UBCM urge the provincial government to revise the Environmental Assessment Process to increase opportunities for public engagement by providing a longer public consultation period and by making the EAO’s report available for public comment prior to announcing the Ministerial decision.

CARRIED

Notice on Title

It was moved and seconded

328/14

THAT the Building Inspector’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 Lot 66, District Lot 1780, Plan BCP 21242, Group 1, NWD PID 026-515-318 Electoral Area F;

328/14 cont. AND FURTHER THAT more information be brought forward to the Board prior to consideration of placing a Notice against the title of Lot D, District Lot 1320, Plan LMP7501, Group 1, NWD PID 018-003-354 Electoral Area D.

CARRIED

UBCM Presentation **It was moved and seconded**

329/14 THAT the Senior Planner report concerning the “Proposed Joint SCRD/SIB Session for UBCM Convention” be received;

AND THAT the proposal for a joint SCRD/SIB presentation at the UBCM Convention be approved and submitted to UBCM.

CARRIED

MOTIONS

Board Meeting **It was moved and seconded**

330/14 THAT the Sunshine Coast Regional District Regular Board meeting of June 26, 2014 be scheduled to be held at 7:30 p.m. at the Gibsons and Area Community Centre, Room 209, located at 700 Park Road, Gibsons, B.C.

CARRIED

BYLAWS

Bylaw 1084 **It was moved and seconded**

331/14 THAT “Keats Island Dog Control Service Establishing Bylaw No. 1084, 2014” be read a first time.

CARRIED

Bylaw 1084 **It was moved and seconded**

332/14 THAT “Keats Island Dog Control Service Establishing Bylaw No. 1084, 2014” be read a second time.

CARRIED

Bylaw 1084 **It was moved and seconded**

333/14 THAT “Keats Island Dog Control Service Establishing Bylaw No. 1084, 2014” be read a third time.

CARRIED

Bylaw 690 **It was moved and seconded**

334/14 THAT the report concerning District of Sechelt Borrowing be received;
AND THAT the Board consent to the borrowing of \$7,407,702 over a ten year term.

CARRIED

Bylaw 690 **It was moved and seconded**

335/14 THAT “Sunshine Coast Regional District Security Issuing Bylaw No. 690, 2014” be read a first time.

CARRIED

Bylaw 690 **It was moved and seconded**

336/14 THAT “Sunshine Coast Regional District Security Issuing Bylaw No. 690, 2014” be read a second time.

CARRIED

Bylaw 690 **It was moved and seconded**

337/14 THAT “Sunshine Coast Regional District Security Issuing Bylaw No. 690, 2014” be read a third time.

CARRIED

Bylaw 690 **It was moved and seconded**

338/14 THAT “Sunshine Coast Regional District Security Issuing Bylaw No. 690, 2014” be adopted.

CARRIED

Bylaws 599.7 & 630.3 **It was moved and seconded**

339/14 THAT the “Revisions to Fee Schedules for Bylaws No. 599.7 and 630.3” report be received.

CARRIED

Bylaw 599.7 **It was moved and seconded**

340/14 THAT “Community Recreation Facilities Fees and Charges Amendment Bylaw No. 599.7, 2014” be read a first time.

CARRIED

Bylaw 599.7 **It was moved and seconded**

341/14 THAT “Community Recreation Facilities Fees and Charges Amendment Bylaw No. 599.7, 2014” be read a second time.

CARRIED

Bylaw 599.7 **It was moved and seconded**

342/14 THAT “Community Recreation Facilities Fees and Charges Amendment Bylaw No. 599.7, 2014” be read a third time.

CARRIED

Bylaw 599.7 **It was moved and seconded**

343/14 THAT “Community Recreation Facilities Fees and Charges Amendment Bylaw No. 599.7, 2014” be adopted.

CARRIED

Bylaw 630.3 **It was moved and seconded**

344/14 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.3, 2014” be read a first time.

CARRIED

Bylaw 630.3 **It was moved and seconded**

345/14 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.3, 2014” be read a second time.

CARRIED

Bylaw 630.3 **It was moved and seconded**

346/14 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.3, 2014” be read a third time.

CARRIED

Bylaw 630.3 **It was moved and seconded**

347/14 THAT “Pender Harbour Aquatic and Fitness Centre Fees and Charges Amendment Bylaw No. 630.3, 2014” be adopted.

CARRIED

NEW BUSINESS

Director Mauro provided a verbal report regarding a joint economic development initiative with the Sechelt Indian Band (SIB). SIB will host a meeting and will be inviting the SCR D to attend a session tentatively scheduled for July 22, 2014.

The Board moved In Camera at 8:33 p.m.

IN CAMERA It was moved and seconded

348/14 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “law enforcement...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 8:41 p.m.

GDAC Upgrade It was moved and seconded

349/14 THAT a contract in the amount of \$109,000 plus taxes be awarded to RAM Mechanical for the Gibsons and District Aquatic Centre Mechanical Upgrade.

CARRIED

Appointment It was moved and seconded

350/14 THAT Ed Steeves be re-appointed to the Board of Variance for a three-year term.

CARRIED

ADJOURNMENT It was moved and seconded

351/14 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 8:41 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
COMMUNITY SERVICES COMMITTEE
June 12, 2014**

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	D. Shugar
	Directors	L. Johnson (Alt) L. Lewis F. Mauro G. Nohr D. Siegers L. Turnbull
ALSO PRESENT:	General Manager, Community Services	P. Fenwick
	Recreation Services Manager	B. Bauman
	Parks Services Manager	C. Mortensen
	Parks Planning Coordinator	T. Fawcett (part)
	Parks Planning Coordinator	S. Adams (part)
	Emergency Program Coordinator	B. Elsner (part)
	Manager, Waste Reduction and Recovery	J. Valeriote (part)
	Recording Secretary	D. Corbett
	Press	1
	Public	8

CALL TO ORDER 1:31 p.m.

AGENDA The agenda was adopted as amended to add:

- Presentation notes of second delegation
- Letter from Roberts Creek Official Community Plan Committee dated June 9, 2014 regarding Japanese knotweed (item 10 attachment)

DELEGATIONS

1. Sandra Cunningham, Sunshine Coast Community Foundation

Ms. Cunningham addressed the Committee regarding the upcoming “My Health, My Community Forum”. Through a partnership with Vancouver Coastal Health, three community meetings will be convened (September 11 in Sechelt, September 17 in Pender Harbour, and September 18 in Gibsons) to discuss the results of an online healthy living survey. On October 16 at Sunshine Coast Golf and Country Club from 7:00 to 9:00 p.m., there will be a coast-wide meeting. A report will be issued to local governments. The survey will be online until June 30.

The Chair thanked Ms. Cunningham for her presentation.

2. Karen Archer, President, and Helen Carkner, Vice-President, Sunshine Coast Community Services Society

Ms. Archer addressed the Committee regarding the “Social Policy Framework for BC” on behalf of Sunshine Coast Community Services Society (SCCSS) and the Sunshine Coast Community Resource Centre; both agencies are members of an organization known as “Board Voice”. Board Voice, which brings together social services volunteers is looking for organizations to sign on to an initiative to encourage the provincial government to establish a social policy framework in British Columbia.

Ms. Archer urged Directors to go to the Board Voice website to learn more, and noted that a goal is to see that all the local governments on the Coast are supportive of this initiative.

The Committee was also informed about the September SCCSS Annual General Meeting, when the Society will celebrate forty years of service on the Coast.

The Chair thanked Ms. Archer and Ms. Carkner for the presentation.

REPORTS

A correction was noted on page 5, point 4 under “Seaview Cemetery”: add “Burial” between “Jewish” and “Society”.

Recommendation No. 1 *Parks Division Quarterly Report*

The Community Services Committee recommended that the Parks Division Quarterly Report be received.

Recommendation No. 2 *Parks & Recreation Master Plan Communication Plan*

The Community Services Committee recommended that the report from the Parks Services Manager and the Recreation Services Manager regarding the Parks & Recreation Master Plan Communication Plan be received.

Recommendation No. 3 *Pender Harbour Cultural Centre Leases*

The Community Services Committee recommended that the report from the Parks Services Manager regarding the Pender Harbour Cultural Centre Leases be received;

AND THAT the organizations leasing the Pender Harbour Cultural Centre be billed for a percentage of the water bill based on square footage used;

AND THAT the Chair and Corporate Officer be authorized to sign the new lease agreements.

Director Shugar opposed.

Recommendation No. 4 *Marine Drive Bike Path Update*

The Community Services Committee recommended that the verbal report from the General Manager of Community Services regarding an update on the Marine Drive Bike Path be received.

Recommendation No. 5 *Sunshine Coast Trail Strategy Summary*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding the Sunshine Coast Trail Strategy Summary be received;

AND THAT the SCRDC collaborate with the Sunshine Coast Trail Society to implement recommendations in the report that identify the SCRDC as a partner;

AND THAT funding for the SCRDC's involvement in the strategy subject to available resources be referred to the 2015 and ongoing work plans;

AND FURTHER THAT the Squamish and Sechelt Nations be invited to participate in naming trails and include their traditional languages on the signage.

Recommendation No. 6 *Knotweed Treatment Chaster Creek Area*

The Community Services Committee recommended that a letter be sent to the Ministry of Transportation and Infrastructure to seek an update regarding treating knotweed on the Crown land adjacent to Chaster House.

Recommendation No. 7

The Community Services Committee recommended that staff report back with information regarding who is responsible for maintenance of the large candelabra-shaped tree adjacent to the driveway at Chaster House.

Recommendation No. 8 *Obtaining Crown Land at Chaster Beach*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding obtaining Crown land at Chaster Beach be received;

AND THAT a Budget Report for the Financial Plan in 2015 be prepared for an application to acquire approximately 0.15 hectares of Crown Land between Chaster House and Chaster Park in Electoral Area E;

AND THAT staff contact the Squamish Nation to consult about the potential acquisition of this parcel.

The Committee recessed at 3:01 p.m. and re-convened at 3:16 p.m.

Recommendation No. 9 *Knotweed Treatment Henderson Beach*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding Knotweed Treatment Henderson Beach be received;

AND THAT the SCR D proposes to the Ministry of Transportation and Infrastructure that they consider using trained volunteers to manually remove the knotweed at Henderson Road, and erect signs and barricades around the plants to notify and inform the public;

AND THAT the SCR D communicate with the Sechelt Indian Band that the SCR D is in receipt of a letter from the Roberts Creek OCP Committee and is making the above request of the Ministry of Transportation and Infrastructure;

AND FURTHER THAT staff look into the current tenure arrangement the SCR D has with the Ministry of Transportation and Infrastructure regarding this property.

Recommendation No. 10 *Dog Issues at Shirley Macey Park*

The Community Services Committee recommended that the report from the Parks Planning Coordinator regarding Dog Issues at Shirley Macey Park be received;

AND THAT staff implement for the 2014 Work Plan using the 2014 Operating Budget the following:

- Install educational and or humorous signs similar to the District of North Vancouver to make dog owners aware of expectations and restrictions within areas of the park;
- Commence separating the playground, environmental area, garden, and the sports field by installing a split cedar fence and installing dog awareness signs at the entrances;
- Organize a group of volunteers and representatives from dog organizations to help educate others on the expectations and restrictions of dog walkers using the park, and have them act as monitors during heavier dog use;
- Have a dogs in park education page in the SCR D Recreation Guide to be published in August 2014, and create an educational flyer that could be distributed to the SPCA, dog services companies and other pet organizations;

AND FURTHER THAT staff bring a budget report forward for 2015 outlining future potential projects for Shirley Macey Park should they be required.

Recommendation No. 11 *Recreation Services Monthly Verbal Report*

The Community Services Committee recommended that the Recreation Services monthly verbal report from the Recreation Services Manager be received.

Recommendation No. 12 *Tween Programming*

The Community Services Committee recommended that the report from the Recreation Services Manager regarding Tween Programming be received.

Recommendation No. 13 *Recreation Short Term Borrowing*

The Community Services Committee recommended that the report from the Treasurer regarding Recreation Short Term Borrowing be received;

AND THAT the internal short term debt funding between the Community Recreation Facilities and Regional Water Services reserves be transferred and funded through the Municipal Finance Authority.

Director Turnbull opposed.

Sechelt Community School Coordinator Ted Chisholm discussed the Sechelt Community School Funding Report.

Recommendation No. 14 *Sechelt Community School Funding Report*

The Community Services Committee recommended that the report from the Community School staff regarding Sechelt Community School Funding Report May 2014 be received.

Recommendation No. 15 *Youth Funding Proposed Fall Meeting*

The Community Services Committee recommended that the report from the General Manager of Community Services regarding Youth Funding Proposed Fall Meeting 2014 be received;

AND THAT the SCRD Board confirms topics for discussion, invitations and nature of the meeting or workshop as follows:

- in September, inviting only SCRD Directors, hold follow up discussions regarding the youth funding initiated through budget and inform the SD 46 Board the discussion will be on the internal funding model only;
- defer to a future date in 2014 or 2015 a facilitated workshop of all of the elected officials and others to review the overall delivery of youth services.

Recommendation No. 16 *SCEP Minutes*

The Community Services Committee recommended that Sunshine Coast Emergency Program Planning Committee minutes of April 30, 2014 be received.

Recommendation No. 17 *Earthquake Preparedness Consultation*

The Community Services Committee recommended that the report from the General Manager of Community Services regarding Earthquake Preparedness Consultation be received;

AND THAT the feedback to answers as amended and prepared by the SCRD Emergency Program Coordinator be sent to the consultation project prior to the meeting with SCRD on July 29, 2014.

The following amendments were proposed for the first question on page 4 of the Earthquake Preparedness Consultation report:

- *add as item d): Seismic upgrade for St. Mary's Hospital;*
- *add to b) to read: Seismic review of critical sections of Highway 101 including seismic upgrades to Chapman Creek bridge and other critical infrastructure.*

Recommendation No. 18 *Intergovernmental Meeting*

The Community Services Committee recommended that the report from the Executive Assistant regarding the Intergovernmental Meeting be received;

AND THAT the following Directors speak to the noted topics as follows:

- Joint Use – Director Nohr to introduce the topic, and include a verbal staff report for information;
- Grant in aid harmonization – Directors Siegers and Shugar to address the topic.

Recommendation No. 19 *Joint PRRD and SCRD Meeting*

The Community Services Committee recommended that the report from the Executive Assistant regarding the joint meeting between the Powell River Regional District and the Sunshine Coast Regional District be received;

AND THAT Directors speak to the listed topics as follows:

- BC Ferries – Director Nohr
- First Nations – Director Nohr
- Jervis Inlet kayaking, Back country trails – Director Mauro
- Economic/tourism opportunities/Hotel tax – Director Mauro
- Thermal coal exports – Director Turnbull.

Recommendation No. 20 *Bus Passes for Students*

The Community Services Committee recommended that the topic of bus passes for all School District No. 46 students be placed on the July meeting agenda of the Infrastructure Services Committee.

COMMUNICATIONS

Recommendation No. 21 *Provincial Contributions to Youth Services Sunshine Coast*

The Community Services Committee recommended that the correspondence from the Minister of Community, Sport and Cultural Development regarding provincial contributions to youth services on the Sunshine Coast be received.

Recommendation No. 22 *2014 Traffic Fine Revenue Grant*

The Community Services Committee recommended that the correspondence from the District of Sechelt regarding 2014 Traffic Fine Revenue Grant be received;

AND THAT a copy of the correspondence is forwarded to the Sunshine Coast Community Services Society.

IN CAMERA

The Committee moved to In Camera at 4:47 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 provision of a municipal service that are in the preliminary stages.....” will be discussed.

The Committee moved out of In Camera at 5:11 p.m.

ADJOURNMENT 5:12 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND DEVELOPMENT COMMITTEE
June 19, 2014**

RECOMMENDATIONS FROM THE PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	F. Mauro
	Directors	G. Nohr D. Shugar L. Lewis L. Turnbull D. Siegers C. August L.A. Johnson (Alt.)
ALSO PRESENT:	CAO	J. France (part)
	GM, Planning & Development	S. Olmstead (part)
	Senior Planner	D. Rafael
	Senior Planner	A. Allen (part)
	Planner	G. Gebka (part)
	Planning Technician	L-A. Staats (part)
	Planning Technician	S. Hanson (part)
	Parks Planning Coordinator	S. Adams (part)
	Environmental Technologist	B. Brooks (part)
	Recording Secretary	A. Ruinat
	Public	4
	Press	2

CALL TO ORDER 9:32 a.m.

AGENDA The amended agenda was adopted with additional material received for Agenda Item #33 – Woodlots on Gambier Island.

DELEGATIONS AND PETITIONS

Bryan Balmer, Manager, System Integrity Programs FortisBC, and Rob Bradbeer, Operations Manager, Vancouver Island North, FortisBC addressed the Committee regarding Pipeline Safety and Security. Mr. Balmer and Mr. Bradbeer outlined the provincial, technical and Canadian regulations and standards that contribute to pipeline safety. They explained the systems that FortisBC utilizes for Integrity Management, Public Safety Awareness, Security, Emergency and Environmental Management. They answered questions raised by the Committee concerning

pipeline vulnerability to third party activity, security, natural hazards (earthquakes and landslides), monitoring and inspection frequencies of the pipeline.

The Chair thanked Mr. Balmer and Mr. Bradbeer for their presentations.

Adele Anderson, Applicant/Owner, addressed the Committee regarding Development Variance Permit Application No. 310.179 (Horst) and Crown Application 2410904 (Horst). Ms. Anderson stated that the two applications are different processes and she believes the applications are not being treated fairly. She spoke regarding a Google map search that she conducted of the numbers of decks, boat launches, docks and houses that infringe on the foreshore setbacks on the Sunshine Coast. She expressed concern with the bylaw process being a complaint driven system. She sees issue with the foreshore setbacks being a flood covenant applied to her property which sits on a high rock bluff. She stated that she has made numerous attempts to reach agreements with her neighbours, but they are still unsatisfied. She stated that the Crown feels their application for a dock may go forward without SCRD approval. She also stated that FortisBC wrote a letter recommending to not remove the concrete boat launch.

The Chair thanked Ms. Anderson for her presentation.

REPORTS

Recommendation No. 1 *FortisBC Delegation Materials*

The Planning and Development Committee recommended that the delegation materials from FortisBC regarding Pipeline Safety and Security be received.

Recommendation No. 2 *Development Variance Permit Application No. 310.179 (Horst) – Area B*

The Planning and Development Committee recommended that the staff report dated May 29, 2014, titled “Development Variance Permit Application No. 310.179 (Horst) – Area B” be received;

AND THAT Development Variance Permit 310.179 (Horst) to relax the minimum required setback to the natural boundary of the ocean, as required in Section 507(1)(a) of Zoning Bylaw No. 310, from 7.5 meters to 3.63 meters for a hot tub deck and the minimum required setback to the natural boundary of the ocean, as required in Section 507(1)(a) of Zoning Bylaw No. 310, from 7.5 meters to 4.26 meters for a deck be denied;

AND FURTHER THAT Development Variance Permit 310.179 (Horst) to relax the minimum required side parcel line setback, as required in Section 1011.6(3) of Zoning Bylaw No. 310, from 4.5 meters to 3.13 meters for a covered deck or “covered living area” as shown on the survey dated January 14, 2014 completed by Strait Land Surveying Inc. be issued.

Recommendation No. 3 *Crown Application 2410904 (Horst) - Area B*

The Planning and Development Committee recommended that the staff report dated May 29, 2014 titled “Crown Application 2410904 (Horst) for a private moorage and boat launch – Area B” be received;

AND THAT the staff report regarding Crown Application 2410904 (Horst) be deferred to the July 17, 2014 Planning and Development Committee meeting;

AND FURTHER THAT staff work with the applicant, the Sechelt Indian Band and FortisBC to discuss how to address the removal of the boat launch or other alternatives to restore the foreshore to its natural state.

The Committee recessed at 10:52 a.m. and reconvened at 11:02 a.m.

Recommendation No. 4 *Cumulative Effects Assessment Framework for Howe Sound*

The Planning and Development Committee recommended that the General Manager, Planning and Development report dated June 11, 2014, titled “Cumulative Effects Assessment Framework for Howe Sound” be received;

AND THAT a list of comments from the SCR D be forwarded to the Howe Sound Community Forum meeting of Sept 12, 2014 for discussion, as follows:

1. THAT a Cumulative Effects Assessment Framework (CEAF) is an acceptable first step towards a comprehensive marine and land plan for Howe Sound;
2. THAT watershed areas into the Howe Sound be considered as a whole during the CEAF;
3. THAT the Cumulative Effects Assessment Framework should include the areas already in the Land and Resource Management Plan (LRMP) so that any activities within the LRMP in the defined area be included in the assessment;
4. THAT any area that currently has a plan be reviewed as part of the CEAF;
5. THAT it is important to determine how much opportunity, if any, will there be for local governments/communities and non-government organizations to shape the CEAF process;
5. THAT, while the CEAF for Howe Sound appears to be focused on values that are already established as “legal objectives” or provincial policy, the SCR D requests a commitment from the province that it is open to inclusion of regional and community values with appropriately measureable objectives;
6. THAT the SCR D believes it worthwhile to participate initially at a level that involves helping to “fine tune” the application of CEAF for the marine and coastal environment.

Recommendation No. 5 *Cumulative Effects Assessment Framework for Howe Sound*

The Planning and Development Committee recommended that the topic of the Cumulative Effects Assessment Framework for Howe Sound to be brought to the attention of the Union of BC Municipalities.

Recommendation No. 6 *Cumulative Effects Assessment Framework for Howe Sound*

The Planning and Development Committee recommended that staff continue to work on the Cumulative Effects Assessment Framework for Howe Sound process by participating in the identification of the values, review of the results and reporting back on critical steps;

AND THAT staff prepare a report, including work to date, for the work plan and early budget proposal period in November 2014.

Recommendation No. 7 *Cumulative Effects Assessment Framework for Howe Sound*

The Planning and Development Committee recommended that staff develop a one page report for MP John Weston, requesting that he commit the Department of Fisheries and Oceans to assist with the inclusion of marine values in the CEAF for Howe Sound;

AND THAT the GM, Planning and Development report titled “Cumulative Effects Assessment Framework for Howe Sound” dated June 11, 2014 be attached to the one page report;

AND FURTHER THAT the report be copied to Nicholas Simons, MLA Powell River-Sunshine Coast, Jordan Sturdy, MLA West Vancouver-Sea to Sky, and UBCM.

Recommendation No. 8 *Hillside Activity Report – June 11, 2014*

The Planning and Development Committee recommended that the General Manager, Planning and Development report dated June 11, 2014, titled “Hillside Activity Report” be received.

Recommendation No. 9 *Sunshine Coast Food Policy Council / Regional Food Sustainability Strategy*

The Planning and Development Committee recommended that the staff report dated June 11, 2014, titled “Sunshine Coast Food Policy Council / Regional Food Sustainability Strategy” be received;

AND THAT the staff report be sent immediately to the Town of Gibsons, Town of Gibsons Official Community Plan Review Committee, the District of Sechelt, the Sechelt Indian Band, all Electoral Area APCs, and the Roberts Creek Official Community Plan Committee.

Recommendation No. 10 *Kwantlen Polytechnic University’s Institute for Sustainable Food Systems and Bio-Regional Food System*

The Planning and Development Committee recommended that the SCRD Board consider amending the draft Agricultural Area Plan to include an action item with rationale for collaborating with Kwantlen Polytechnic University’s Institute for Sustainable Food Systems and other Southwest BC communities on the design of a “bio-regional food system”;

AND THAT the proponents of the Kwantlen Polytechnic University’s Institute for Sustainable Food Systems be invited to present to a future Planning and Development Committee meeting;

AND THAT an invitation to attend the presentation be extended to all Electoral Area APCs and the Roberts Creek Official Community Plan Committee;

AND FURTHER THAT the proponents are also encouraged to consider presenting to the Town of Gibsons, the District of Sechelt and the Sechelt Indian Band.

The Committee recessed at 12:25 p.m. and reconvened at 1:00 p.m.

INVITED GUEST

Rachelle McElroy, Executive Director, Coastal Invasive Species Committee addressed the Committee regarding Invasive Species Management. Ms. McElroy outlined reasons why the SCRD should be concerned about invasive species. She explained that invasive species are the second largest threat to biodiversity on the planet. Some impacts of invasive species are: reduced property values, increased maintenance costs to parks, damage to infrastructure, preventing access to recreation, human health and safety concerns, agriculture and forestry impacts, economic impacts, and fire hazards. She summarized the provincial and municipal legislation that exists regarding invasive species. She spoke to the prevention, early detection, containment and control measures that have been developed by the Coast Invasive Species Committee. She presented a video about Knotweed and responded to the Committee’s questions around the availability of funding, creating local steward groups, and treatment of Knotweed.

The Chair thanked Ms. McElroy for her presentation.

Recommendation No. 11 *Private Managed Forest Land Council Regulation*

The Planning and Development Committee recommended that the staff report dated June 5, 2014 titled “Changes to Private Forest Land Council Regulation” be received for information.

Recommendation No. 12 *Sunshine Coast Housing Committee – Affordable Housing Development Report June 11, 2014*

The Planning and Development Committee recommended that the Coordinator for the Sunshine Coast Housing Committee report dated June 11, 2014, titled “Report to SCRD on Affordable Housing Developments” be received.

Recommendation No. 13 *SCRD and BC Timber Sales Communication Protocol Agreement*

The Planning and Development Committee recommended that the staff report dated June 2, 2014, titled “Sunshine Coast Regional District and BC Timber Sales Communication Protocol Agreement – Areas A, B, D, E & F” be received;

AND THAT the revisions proposed by BCTS outlined in the June 2, 2014 staff report be accepted;

AND THAT the SCRD Chair be authorized to sign the revised Communication Protocol Agreement dated June 2, 2014;

AND FURTHER THAT the Communication Protocol Agreement be forwarded to BC Timber Sales for signature.

Recommendation No. 14 *Notification of BCTS Operations and Auctions – Areas D & E*

The Planning and Development Committee recommended that the staff report dated June 4, 2014 titled “Notification of BCTS Operations and Auctions – Areas D & E” be received;

AND THAT staff send a letter to the BCTS Timber Sales Manager with the following comments:

1. Thank BCTS for meeting with staff to discuss its 2014 Operating Area plan in the Mt. Elphinstone area and review the Communication Protocol Agreement;
2. Request that BCTS not proceed with the sale of blocks located within the Dakota Community Watershed;
3. Remind BCTS of SCR D Board resolution 357/13, Recommendation No 4 which included comments on cut block A91378-G043C3ZS;

AND FURTHER THAT the request to not proceed with the sale of the blocks located within the Dakota Community Watershed also be sent to the Assistant Deputy Minister of Forests, Lands and Natural Resource Operations.

Recommendation No. 15 *Delegation Invitation to the Ministry of Forests, Lands and Natural Resource Operations*

The Planning and Development Committee recommended that Mr. Rod Negrave, Research Manager, Ministry of Forests, Lands and Natural Resource Operations be invited to present the results of the research undertaken on Mt. Elphinstone to a future Planning and Development Committee.

Recommendation No. 16 *Draft Terms of Reference – Electoral A: Egmont/Pender Harbour Official Community Plan (OCP) Review*

The Planning and Development Committee recommended that the staff report dated June 2, 2014 titled “Draft Terms of Reference for Electoral Area A: Egmont/Pender Harbour Official Community Plan (OCP) Review” be received;

AND THAT the Terms of Reference be forwarded to the Electoral Area A Advisory Planning Commission (APC) for discussion and identification of issues to be addressed during the upcoming OCP review;

AND THAT community groups within the Egmont/Pender Harbour Area be contacted for further discussion on the up-coming OCP review;

AND FURTHER THAT feedback from the community groups be incorporated into the Terms of Reference.

Recommendation No. 17 *Halfmoon Bay Official Community Plan Amendment Bylaw 675.1, 2014*

The Planning and Development Committee recommended that the staff report dated June 2, 2014 titled “Halfmoon Bay Official Community Plan Amendment Bylaw 675.1” be received;

AND THAT the *Halfmoon Bay Official Community Plan Amendment Bylaw 675.1, 2014* be forwarded to the Board for third reading and adoption.

Recommendation No. 18 *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.11, 2014*

The Planning and Development Committee recommended that the staff report dated May 27, 2014 titled “Zoning Amendment Bylaw 337.111 (Whiskey Business, 12671 Sunshine Coast Highway – Pender Harbour Hotel/Grasshopper Pub)” be received;

AND THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.11, 2014* be forwarded to the Board for consideration of First and Second Reading;

AND THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.111, 2014* be referred to the Egmont/Pender Harbour Advisory Planning Commission, shíshálh Nation, Pender Harbour Volunteer Fire Department, Vancouver Coastal Health Authority, and the Ministry of Transportation and Infrastructure;

AND FURTHER THAT a Public Hearing be scheduled after receipt of referral comments.

Recommendation No. 19 *Development Variance Permit Application No. 337.139 (Pearce) – Area A*

The Planning and Development Committee recommended that the staff report dated June 11, 2014 titled “Development Variance Permit 337.139 (Pearce) – Area A” be received;

AND THAT Development Variance Permit Application No. 337.139 (Pearce) be denied;

AND THAT a notice be registered on title with respect to building without permits;

AND FURTHER THAT the applicant be requested to provide a preliminary field reconnaissance study to the shíshálh Nation.

The Committee recessed at 2:30 p.m. and reconvened at 2:35 p.m.

Recommendation No. 20 *Development Variance Permit Application No. 310.180 (Hage for Lewis) (Area F)*

The Planning and Development Committee recommended that the staff report dated June 11, 2014 titled “Development Variance Permit Application No. 310.180 (Hage for Lewis) (Area F)” be received;

AND THAT Development Variance Permit No 310.180 (Hage for Lewis) to vary the minimum required setback to a front parcel line from 5 metres as required by Section 601.4(1) of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* to 0 metres and to vary the minimum required setback to a side parcel line from 1.5 as required by Section 601.4(3) of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* from to 0.71 metres on Lot 7, Block 5, District Lot 687, Plan 2075 for the construction of a residential parking pad, deck and stairs, be issued;

AND FURTHER THAT Development Variance Permit No 310.180 (Hage for Lewis) include the following conditions:

- a. The final grading plan ensures a seamless transition from the concrete parking pad and facilitates the development of the road allowance for the bike path;
- b. The property owner consider the use of non invasive plantings to bind the soil above the wall.

Recommendation No. 21 *Development Variance Permit Application No. 310.186 (Kiloh) (Area F)*

The Planning and Development Committee recommended that the staff report dated May 29, 2014 titled “Development Variance Permit Application No. 310.186 (Kiloh) (Area F)” be received;

AND THAT Development Variance Permit No 310.186 (Kiloh) to relax the minimum required setback to a front parcel line from 5 metres as required by 601.4(1) of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* to 0 metres and to relax the minimum required setback to a

side parcel line from 1.5 metres as required by Section 601.4(3) of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* to 0.21 metres on Lot E Block 11 District Lot 911 Plan LMP8351 for the reconstruction of an existing garage be issued;

AND FURTHER THAT issuance of Development Variance Permit No 310.186 (Kiloh) be subject to:

- a. receipt of a “Setback Relief Permit” from the Ministry of Transportation and Infrastructure.

Recommendation No. 22 *Highway 101 Music Festival Special Occasion Liquor Licence Application - Area A*

The Planning and Development Committee recommended that the staff report dated May 27, 2014 titled “Highway 101 Music Festival Special Occasion Liquor Licence Application on the Pender Harbour Lions Club property – Area A” be received;

AND THAT the application to allow an extension of hours for a community event beyond 10:00 pm for three consecutive days commencing on July 18th, 2013, be approved conditionally upon the Highway 101 Music Festival Society modifying its application for special occasion licence policy exemption in order to correct its hours of operation;

AND FURTHER THAT the Highway 101 Music Festival Society be requested to:

- a. Comply with Noise Bylaw No. 597 respecting ‘quiet hours’ during the proposed music festival;
- b. Comply with Zoning Bylaw No. 337 respecting the PA2 setbacks for off-street parking, loading and storage facilities;
- c. Comply with Zoning Bylaw No. 310 respecting no ‘third party signs’ advertising the proposed music festival within Electoral Areas B, D, E and F;
- d. Limit the size of event signs to 1m²;
- e. Submit record of approval from the MOTI for all music festival signs, works and related traffic control activities located on road rights of way;
- f. Remove all signs promoting the festival immediately following the event.

Recommendation No. 23 *Building Department Revenues for May 2014*

The Planning and Development Committee recommended that the staff report dated June 3, 2014, titled “Building Department Revenues for May 2014” be received.

Recommendation No. 24 *Planning and Development Division Monthly Report May 2014*

The Planning and Development Committee recommended that the staff report titled “Planning and Development Division Monthly Report May 2014” be received.

Recommendation No. 25 *Letter to BC Environmental Assessment Office requesting a public information meeting for the Woodfibre LNG project*

The Planning and Development Committee recommended that staff send a letter immediately to the BC Environmental Assessment Office requesting that a public information meeting for the Woodfibre LNG project be held in the Gibsons Area;

AND THAT a copy of this letter be sent to the Woodfibre LNG project proponents.

Recommendation No. 26 *Sunshine Coast Housing Committee Minutes of April 29, 2014*

The Planning and Development Committee recommended that the Sunshine Coast Housing Committee Minutes of April 29, 2014 be received.

Recommendation No. 27 *Agricultural Advisory Committee Minutes of May 27, 2014*

The Planning and Development Committee recommended that the Agricultural Advisory Committee Minutes of May 27, 2014 be received;

AND THAT comments from the AAC committee members regarding the SCRD Drought Management Plan be formally referred to the SCRD Water Department for discussion at a future Infrastructure Services Committee meeting;

AND THAT feedback be provided to the Planning and Development Committee and the Agricultural Advisory Committee about potential adjustments to the SCRD Drought Management Plan;

AND FURTHER THAT the AAC be reminded that the Gibsons Aquifer is not located under the area of Reed Road scheduled to be logged by BC Timber Sales, as stated on page 3 of the May 27, 2014 minutes.

Recommendation No. 28 *Egmont/Pender Harbour (Area A) APC Minutes of May 28, 2014*

The Planning and Development Committee recommended that the Egmont/Pender Harbour (Area A) APC Minutes of May 28, 2014 be received.

Recommendation No. 29 *Halfmoon Bay (Area B) APC Minutes of May 27, 2014*

The Planning and Development Committee recommended that the Halfmoon Bay (Area B) APC Minutes of May 27, 2014 be received.

Recommendation No. 30 *Roberts Creek (Area D) APC Minutes of May 26, 2014*

The Planning and Development Committee recommended that the Roberts Creek (Area D) APC Minutes of May 26, 2014 be received.

Recommendation No. 31 *Elphinstone (Area E) APC Minutes of May 28, 2014*

The Planning and Development Committee recommended that the Elphinstone (Area E) APC Minutes of May 28, 2014 be received.

Recommendation No. 32 *West Howe Sound (Area F) APC Minutes of May 27, 2014*

The Planning and Development Committee recommended that the West Howe Sound (Area F) APC Minutes of May 27, 2014 be received.

COMMUNICATIONS**Recommendation No. 33** *Woodlots on Gambier Island*

The Planning and Development Committee recommended that the correspondence from Mark Anderson, District Manager, Sunshine Coast District, Ministry of Forests, Lands and Natural Resource Operations, dated May 6, 2014, regarding the establishment of woodlots on Gambier Island be received;

AND THAT this item be referred to the June 26, 2014 Corporate and Administrative Services Committee meeting.

Recommendation No. 34 *Proposed Increase in Coal Shipment by the Texada Quarrying Ltd. Facility*

The Planning and Development Committee recommended that the correspondence from Doug Caul, Associate Deputy Minister, Environmental Assessment Office, dated May 8, 2014, regarding the proposed increase in coal shipment by the Texada Quarrying Ltd. facility be received.

Recommendation No. 35 *Proposed Coal Export Terminal at Fraser Surrey Docks*

The Planning and Development Committee recommended that the correspondence from Nicholas Simons, MLA, Powell River-Sunshine Coast, dated May 15, 2014, regarding the proposed coal export terminal at Fraser Surrey Docks.

Recommendation No. 36 *Invitation to Workshop from the Institute for Sustainable Food Systems on June 9, 2014*

The Planning and Development Committee recommended that the correspondence from Kwantlen Polytechnic University's Institute for Sustainable Food Systems dated May 26, 2014, regarding an invitation to a workshop on June 9, 2014 be received.

Recommendation No. 37 *Marihuana for Medical Purposes Regulations for Municipalities*

The Planning and Development Committee recommended that the correspondence from Salman Maqsood, Licences and Permits Division, Office of Controlled Substances, Health Canada, dated

May 29, 2014, regarding a potential licensed producer within SCRD jurisdiction and FAQ on Marihuana for Medical Purposes Regulations for Municipalities be received.

Recommendation No. 38 *Woodlots on Gambier Island*

The Planning and Development Committee recommended that the correspondence from Kate-Louise Stamford, Trustee, Gambier Island Local Trust Area, Islands Trust dated June 11, 2014, regarding woodlots on Gambier Island along with the new materials received regarding the Gambier Island Woodlot Information Package be received;

AND THAT these items be referred to the June 26, 2014 Corporate and Administrative Services Committee meeting.

IN CAMERA

The Committee moved to In-Camera at 2:58 p.m.

That the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (a) “personal information about an identifiable individual...”, (e) “the acquisition, disposition or expropriation of land or improvements...” and (g) “litigation or potential litigation affecting the municipality”, (i) “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”.

The Committee moved out of In-Camera at 3:05 p.m.

ADJOURNMENT 3:05 p.m.

Board Report

Date: June 18, 2014
 To: SCRD Board, June 26, 2014
 From: Paul Fenwick, General Manager, Community Services Department
 Subject: **Co-location Agreements VDT and VUB E-Comm**

Recommendation:

THAT the Co-location Agreements VDT and VUB Report E-Comm be received;

AND THAT the Corporate Officer and Chair be authorized to sign the co-location agreements for VDT (Vancouver downtown 650 West Georgia Street) and VUB (2725 Melfa Road UBC) for the SCRD 9-1-1 fire service.

Background:

These agreements enable the dual channel SCRD fire paging 9-1-1 project to be completed resulting in dual channel and other safety benefits. The VDT agreement gives SCRD access to the E-Comm site on the Scotia Tower downtown Vancouver and is a superior solution to Mt. Gardner on Bowen Island that is an isolated site. Mt. Gardner would require helicopter for construction and maintenance.

The UBC site already has some SCRD equipment and the new agreement will allow more improvements integral to the new system.

The design is cost effective due to multi-coupling, is secure and complies with federal aims to co-locate vs. building new towers where possible. E-Comm is our dispatch for 9-1-1. The SCRD telecommunications consultant has planned and tested the locations.

Report:

The agreements include the following key conditions:

- SCRD contractors will install antennae on towers/buildings and radios in the relevant equipment rooms (e.g. paging antenna, voice antenna, radios, connectors etc.)
- Subject to security requirements SCRD shall have access to the infrastructure for construction and maintenance.
- Capital costs are in the approved SCRD Financial Plan.
- Operating costs (servicing and rent) are included in the 9-1-1 operating budget.
- Normal Industry Canada, CRTC radio regulations apply.
- E-Comm conditions to protect their interest are included (insurance, protection of site and systems and building lien and normal liability and indemnification clauses).
- E-Comm will assist in obtaining approvals, will maintain the overall site, provide DC power, connect to alarm monitoring, and provide equipment racks.
- The terms of the agreements are until December 31, 2018 (VDT) and December 31, 2019 (VUB).
- Annual rent for VDT is \$4,100 and \$2,900 for VUB.

SCRD STAFF REPORT

DATE: June 18, 2014
TO: Board – June 26, 2014
FROM: Angie Legault, Manager of Legislative Services
RE: **ELECTION PROCEDURES BYLAW**

RECOMMENDATION(S)

THAT the report concerning Elections Procedures Bylaw be received;

AND THAT Sunshine Coast Regional District Election Procedures Bylaw No. 692, 2014 be given three readings.

BACKGROUND

The Board adopted the following recommendation on June 12, 2014:

324/14 cont. **Recommendation No. 11** *2014 General Local Election Advance Voting and Campaign Financing*

THAT the Manager, Legislative Services' report titled "2014 General Local Election Advance Voting and Campaign Financing" be received;

AND THAT the Sunshine Coast Regional District (SCRD) maintain the current practice of holding Advance Voting opportunities on the 10th and 3rd days prior to General Voting days;

AND FURTHER THAT staff prepare an amendment to the election procedures bylaw to remove provisions for posting financial disclosure documents on the internet.

DISCUSSION

Bylaw 692 has been prepared in response to the above noted recommendation.

The change to a four year term is also reflected in the bylaw.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 692

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS under the *Local Government Act*, the Regional Board may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Regional Board wishes to establish voting procedures and requirements under that authority;

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

1. CITATION

This Bylaw may be cited for all purposes as “Sunshine Coast Regional District Election Procedures Bylaw No. 692, 2014.”

2. REPEAL

“Sunshine Coast Regional District Election Procedure Bylaw No. 639, 2011” and all amendments thereto are hereby repealed.

3. DEFINITIONS

General Local Election means the election held for the electoral area directors of the Regional District which must be held in the year 2014 and in every fourth year thereafter.

4. USE OF PROVINCIAL LIST OF VOTERS

For the purposes of all local elections and submissions to the electors under Part 3 and 4 of the *Local Government Act*, the most current available Provincial list of voters prepared under the *Election Act*, shall become the register of resident electors on the 52nd day prior to the general voting day for such elections and submissions to the electors.

5. ACCESS TO NOMINATION DOCUMENTS

As authorized under section 73 of the *Local Government Act*, public access to nomination documents will be provided via the Sunshine Coast Regional District website as soon as possible after delivery of the documents until thirty days after the declaration of official election results.

6. REQUIRED ADVANCE VOTING OPPORTUNITIES

Advance voting opportunities must be held, for each election and for other voting as follows:

- (a) On the 10th day before general voting day from 8:00 a.m. until 8:00 p.m.; and
- (b) On the 3rd day before general voting day from 8:00 a.m. until 8:00 p.m.

7. ADDITIONAL ADVANCE VOTING OPPORTUNITIES

As authorized under section 98 of the *Local Government Act*, the Regional Board authorizes the chief election officer to establish additional advance voting opportunities for each election to be held in advance of general voting day and to designate the voting places, and to establish the date and voting hours for these voting opportunities.

8. ADDITIONAL GENERAL VOTING OPPORTUNITIES

The Regional Board authorizes the chief election officer to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours within the limits set out in section 96 of the *Local Government Act*, for the additional general voting opportunities.

9. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 141 of the *Local Government Act*.

READ A FIRST TIME this 26th day of June, 2014.

READ A SECOND TIME this 26th day of June, 2014.

READ A THIRD TIME this day of

ADOPTED this day of

CORPORATE OFFICER

CHAIR

Halfmoon Bay Official Community Plan Bylaw No. 675.1

A bylaw of the Sunshine Coast Regional District to amend "Halfmoon Bay Official Community Plan Bylaw No. 675, 2013".

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

1. TITLE

This bylaw may be cited as the "Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.1, 2014".

2. AMENDMENT

"Halfmoon Bay Official Community Plan Bylaw 675, 2013" is amended as follows:

Map 1 is amended to re-configure the boundary of the Halfmoon Bay Community Hub, as shown in callout box 2 on Map 1. Residential properties formerly designated as "Community Hub" are re-designated as "Residential B". The properties remaining in the "Community Hub" and the properties re-designated to "Residential B" are shown on the amended Map 1 and callout box 2. Amended Map 1 is attached to this bylaw as Appendix A.

3. ADOPTION

PURSUANT TO SECTION 879 OF THE *LOCAL GOVERNMENT ACT* CONSULTATION REQUIREMENTS CONSIDERED this

22nd DAY OF MAY 2014.

READ A FIRST TIME this

22nd DAY OF MAY 2014.

READ A SECOND TIME this

22nd DAY OF May 2014.

CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND WASTE MANAGEMENT PLAN PURSUANT TO SECTION 882 OF THE *LOCAL GOVERNMENT ACT* this

22nd DAY OF MAY 2014.

PUBLIC HEARING held this

12th DAY OF JUNE 2014.

READ A THIRD TIME this

DAY OF 2014.

ADOPTED this

DAY OF 2014.

Chair

Corporate Officer

SUNSHINE COAST REGIONAL DISTRICT
Electoral Area A ZONING AMENDMENT BYLAW No. 337.111, 2014

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

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

PART A - CITATION

1. This bylaw may be cited as the "*Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.111, 2014*".

PART B – AMENDMENT

2. Part V: General Zoning Provisions and Regulations, Section 518, Off Street Parking, Table II is amended as follows:

- i. Delete the following row after "Resort hotel in a CD2 zone" in its entirety:

All uses permitted in a CD3 zone	56	1 combined space to serve Restaurant, neighbourhood pub and retail store
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- ii. Insert the following row after "Resort hotel in a CD2 zone":

All uses permitted in a CD3 zone	59	1 combined space to serve Restaurant, neighbourhood pub and retail store
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3. Part VII: Commercial Zones, Section 751, CD3 (Comprehensive Development Three) zone is amended as follows:

- i. Delete 'Schedule C2' in its entirety and replace with the revised "Schedule C2" attached hereto.
- ii. Delete Section 751.8 in its entirety and replace with the following:

Section 751.8 Conditions of Use

- (a) Restaurant and neighbourhood pub use shall be limited to a total combined seating capacity of 310 within the CD3 zone.
- (b) Motel use shall be limited to 16 sleeping units or housekeeping units.
- (c) Retail use shall be limited to a floor area of 161 square metres.

PART C - ADOPTION

READ A FIRST TIME this DAY OF MONTH YEAR

READ A SECOND TIME this DAY OF MONTH YEAR

APPROVED PURSUANT TO Section 52 of
THE TRANSPORTATION ACT this DAY OF MONTH YEAR

PUBLIC HEARING HELD PURSUANT TO
THE LOCAL GOVERNMENT ACT this DAY OF MONTH YEAR

READ A THIRD TIME this DAY OF MONTH YEAR

ADOPTED this DAY OF MONTH YEAR

Corporate Officer

Chair

