



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 MARCH 13, 2014

AGENDA

CALL TO ORDER 7:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of February 27, 2014

Annex A
Pages 1-50

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

3. Administrator's Report Annex B
pp 51-52
4. Directors' Reports Verbal
5. Special Planning and Development Committee (Hillside) minutes of February 21, 2014 Annex C
pp 53-57
6. Solid Waste Management Service Review Committee minutes of February 24, 2014 Annex D
pp 58-59
7. Corporate and Administrative Services Committee recommendation Nos. 1-7, 9, and 11-17 of February 27, 2014 (*recommendation Nos. 8 and 10 previously adopted*) Annex E
pp 60-64
8. Infrastructure Services Committee recommendation Nos. 1-10 of March 6, 2014 Annex F
pp 65-67

MOTIONS

BYLAWS

9. “Sunnyside Street Lighting Local Service Amendment Bylaw No. 1015.1, 2014” Annex G
pp 68-69
– ***adoption***
(Voting – All Directors – 1 Vote Each)
10. “Hydaway Road Street Lighting Service Establishment Bylaw No. 1083, 2014” Annex H
pp 70-72
– ***adoption***
(Voting – All Directors – 1 Vote Each)

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e), (k), and (i) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements...”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”.



SUNSHINE COAST REGIONAL DISTRICT

February 27, 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	F. Mauro L. Lewis D. Shugar D. Siegers G. Tretick J. Clegg (Alt.) G. Feschuk
ALSO PRESENT:	Chief Administrative Officer	J. France
	Manager, Legislative Services	A. Legault
	Treasurer	T. Perreault
	GM, Community Services	P. Fenwick
	GM, Planning and Development	S. Olmstead
	Deputy Corp. Officer/Recorder	S. Reid
	Media	1
Public	16	

CALL TO ORDER 7:30 p.m.

AGENDA It was moved and seconded

117/14 THAT the agenda for the meeting be adopted as amended to include:

- SIB Council – verbal report from Chair Nohr.

CARRIED

MINUTES

Minutes **It was moved and seconded**

118/14 THAT the Regular Board meeting minutes of February 13, 2014 be adopted as presented.

CARRIED

Community Schools **It was moved and seconded**

119/14 THAT in reference to resolution 095/14 recommendation No. 13 of the Regular Board meeting of February 13, 2014 the pilot project funding be allocated from Area A Economic Development to Pender Harbour Community School and Area B Economic Development to Halfmoon Bay Community School.

CARRIED

Special Minutes **It was moved and seconded**

120/14 THAT the Special Board meeting minutes of February 20, 2014 be adopted as presented.

CARRIED

PETITIONS AND DELEGATIONS

Lynn Chapman, Salish Sea Coal Committee (SSCC) addressed the Board regarding SSCC concerns related to the transshipment of thermal coal from Fraser Surrey Docks to Texada Island.

Coal Shipments **It was moved and seconded**

121/14 THAT the presentation regarding the Transshipment of Thermal Coal from Fraser Surrey Docks to Texada Island be referred to the March 20, 2014 Planning and Development Committee for further discussion and consideration;

AND THAT staff clarify the process for resolutions adopted at AVICC being forwarded to the UBCM Conference, and also identify the timeframe for approvals for the proposed Direct Transfer Coal Facility project given that the UBCM Conference does not occur until the Fall.

CARRIED

REPORTS

Administrator's Report

CAO Report **It was moved and seconded**

122/14 THAT the Chief Administrative Officer's report be received.

CARRIED

Workshop

It was moved and seconded

123/14

THAT Directors be authorized to invite their Alternate to the Regional Economic Development Workshop with the understanding that the Elected Official is the spokesperson and the voting member for the purposes of the workshop.

CARRIED

Director's Reports

Directors provided a verbal report of their activities.

TUP F-01

It was moved and seconded

124/14

THAT the report titled "Temporary Use Permit F-01 for a Concrete Batch Plant to construct the Box Canyon Hydro Project (Electoral Area F)" be received;

AND THAT TUP F-01 be issued with the following conditions, as amended:

- 1) The batch plant shall be located within the area zoned I9 (Independent Power Project);
- 2) That the owner or contractor provide the SCRD with plans for the containment area to allow the SCRD the opportunity to review them and be satisfied that they are sufficient to protect the environment and McNab Strata water supply;
- 3) As this area has high precipitation levels and extreme storm events, that the owner provides the SCRD with any reports or concerns including those raised by the independent environmental monitor relating to operation of the concrete batch plant and the containment area including its decommissioning and restoration at the same time any such are provided to the owner and province;
- 4) That with respect to the containment area the owner provide the SCRD with a wastewater management treatment and disposal strategy for review and agreement;
- 5) That best practices are applied with respect to air emissions including those arising from dust during concrete production;
- 6) That *an irrevocable letter of credit or* a bond of \$50,000 be issued to the Sunshine Coast Regional District to be released upon completion of the undertakings described in Schedule B;
- 7) That the SCRD be informed of the name and contact details of the company that the concrete batch plant is leased from and the operator so that all environmental concerns can be addressed;

124/14 cont.

- 8) Unless renewed by the Regional District, upon expiration of this Temporary Use Permit, the applicant shall carry out all undertakings described in the letter of undertaking attached as Schedule B to the permit;
- 9) This permit is non-transferable and may be amended or cancelled by Board resolution;
- 10) The Permit will expire two (2) years of the date issued.

AND THAT the letter of undertaking include the following terms:

Within 30 days of expiration of Temporary Use Permit F-01, as a prerequisite for the SCR D releasing the bond set out in Condition 4 of the permit the applicant shall:

- a) Remove any equipment and material associated with the concrete batch plant
- b) Remediate the location of the concrete batch plant that will be outside of any buildings
- c) Provide a letter to the Sunshine Coast Regional District from a qualified environmental professional confirming that the above is completed.

CARRIED

Infrastructure

It was moved and seconded

125/14

THAT Infrastructure Services Committee recommendation Nos. 1-10 of February 13, 2014 be received, adopted and acted upon as follows:

Recommendation No. 1 *Options for Landfill Costs*

THAT a report be brought forward to the July Infrastructure Services Committee meeting examining the means to reduce fixed operating costs at solid waste landfills.

Recommendation No. 2 *Eco Fee Utilization*

THAT a verbal report on the utilization of landfill eco fees be brought forward to Round 2 Budget.

Recommendation No. 3 *Landfill Deficit*

THAT the Manager of Waste Reduction and Recovery’s report dated February 6, 2014 titled “Options for Funding Landfill Deficit” be received;

125/14 cont.

AND THAT the SCR D pursue Option 1 (shift green waste costs to taxation) and Option 3 (reduce 2013-2014 closure reserve contributions) to mitigate landfill funding shortfalls for the 2014 budget;

AND THAT these options not be added to base budget at this time;

AND THAT information brought forward to Round 2 Budget on eco fees be considered;

AND THAT the staff report dated February 6, 2014 titled "Options for Funding Landfill Deficit" be referred to Round 2 Budget;

AND FURTHER THAT staff prepare a mid-2014 update report on the long-term landfill financial analysis and landfill financial position, including information on the effectiveness of mitigation options.

Recommendation No. 4 *Curbside Recycling Pilot Program*

THAT the staff report dated January 28, 2014 titled "Curbside Recycling Pilot Program - Update" be received;

AND THAT the SCR D proceed to RFP for curbside collection of recyclables within the refuse collection areas of Electoral Areas B and D;

AND FURTHER THAT the 2014 Budget include \$50,000 to fund the pilot through Areas B and D feasibility, with a detailed budget to be developed with the results of the curbside collection RFP.

Recommendation No. 5 *Landfill Drainage & Leachate Management*

THAT the Manager of Waste Reduction and Recovery's report dated January 28, 2014 titled "Carry Forward of Sechelt Landfill Drainage and Leachate Management Improvements Funds to 2014" be received;

AND THAT the \$41,000 remaining under Transfer from Appropriated Surplus for Sechelt Landfill Drainage and Leachate Management Improvements be carried forward to 2014.

Recommendation No. 6 *Refuse Collection Fees for Mobile Homes*

THAT the Manager of Waste Reduction and Recovery's report dated January 29, 2014 titled "Refuse Collection Fees for Mobile Homes" be received.

Recommendation No. 7 *Ports Strategic Plan Update*

THAT the Manager of Transit and Fleet's report dated January 27, 2014 titled "Ports Strategic Plan Update" be received;

125/14 cont.

AND THAT the staff report titled “Ports Strategic Business Plan Update” be deferred to 2015 Budget process for consideration;

AND FURTHER THAT staff investigate options for utilization of local island resources to address minor repairs and monitor dock conditions.

Recommendation No. 8 *Monthly Report for December 2013 and January 2014*

THAT the Administrative Assistant’s report titled “Monthly Report for December 2013 and January 2014” be received.

Recommendation No. 9 *Transportation Advisory Committee (TAC)*

THAT the Transportation Advisory Committee minutes of January 6, 2014 be received;

AND THAT the recommendations therein be acted upon as follows:

Recommendation No. 5 *BC Ferry Coalition – Time to Act*

THAT the correspondence entitled “BC Ferry Coalition: Time to Act” from the BC Ferry Coalition be received for information;

AND THAT the SCRD Board support the BC Ferry Coalition taking on the needs assessment recommended in the Ferry Advisory Committee Engagement Report 2013 provided by Barry Cavens.

Recommendation No. 7 *TraC Requests – Bike Lane Planning Process*

THAT Transportation Choices be consulted at the pre-design stage to offer advice on design choices in all matters relating to bike lane design and implementation.

AND THAT Recommendation No. 6 of the Transportation Advisory Committee minutes of January 6, 2014 be amended as follows:

Recommendation No. 6 *TraC Requests - Committee Representative*

THAT the correspondence entitled “TraC requests at December 5th, 2013 Board Meeting” from Transportation Choices be received for information;

AND THAT the Transportation Advisory Committee Terms of Reference be reviewed and amended if necessary to permit one designated representative from Transportation Choices with two named alternates.

125/14 cont.

Recommendation No. 10 *Port Mellon Incinerator Proposal*

THAT staff bring forward information regarding the proposed Port Mellon Incinerator proposal such as environmental and jurisdictional issues as well as the role of the SCRD to the March Planning and Development Committee meeting.

CARRIED

Community

It was moved and seconded

126/14

THAT Community Services Committee recommendation Nos. 1-12, 14-20, 22-30, and 32-38 of February 13, 2014 be received, adopted and acted upon as amended, as follows:

Recommendation No.1 *Community School 2013 Annual Reports*

THAT the correspondence from the Gibsons and Elphinstone Community School, the Roberts Creek Community School, the Chatelech Sechelt Community School, the Halfmoon Bay Community School and the Pender Harbour Community School regarding 2013 Annual Reports be received.

Recommendation No. 2 *Gibsons Youth Centre Facility Use*

THAT the Gibsons Youth Centre coordinators be enabled to utilize available rooms at Gibsons and Area Community Centre upon request.

Recommendation No. 3 *Sechelt Youth Centre 2013 Surplus*

THAT use of the 2013 surplus of \$5,202 for the Sechelt Youth Centre be approved on a one-time basis, to be used for rent, custodial fees and utilities in 2014;

AND THAT further discussion occur of expenses at the Special Community Services meeting on youth funding scheduled for February 17, 2014.

Recommendation No. 4 *Next Joint Use Meeting with School District No. 46 – Restorative Justice*

THAT the issue of region-wide restorative justice training be put on the agenda of the next Joint Use Meeting with School District No. 46.

126/14 cont.

Recommendation No. 5 *Halfmoon Bay Community School 2013 Surplus*

THAT Halfmoon Bay Community School coordinator Sue Lamb be given the flexibility to assign the surplus 2013 funds for use in 2014 for support for district counsellors and/or teaching staff for restorative justice circles;

AND THAT the total funds used from the 2013 surplus be reported in the 2014 annual report.

Recommendation No. 6 *Next Joint Use Meeting with School District No. 46 – Weekend Use of Schools*

THAT weekend use of all school facilities be added to the agenda of the next Joint Use meeting with School District No. 46.

Recommendation No. 7 *Parks Division Monthly Verbal Report*

THAT the Parks Services Monthly verbal report from the General Manager of Community Services be received.

Recommendation No. 8 *Community Parks Islands Projects*

THAT the report from the General Manager of Community Services regarding Community Parks Islands be received;

AND THAT discussions specifically earmarking funds for Islands Projects in the Base Budget totalling \$15,000 be referred to the Round 3 Financial Plan;

AND FURTHER THAT staff produce a report about how base budget funds are allocated in parks across the region, including the islands.

Recommendation No. 9 *Exterior Woodwork at Eric Cardinal Hall*

THAT the report from the Parks Planning Coordinator regarding Restore and Stain Exterior Woodwork at Eric Cardinal Hall be received;

AND THAT the work be completed by a certified contractor at an estimated cost of \$15,000;

AND FURTHER THAT funds be recommended for Round 2 to be sourced from the 2013 surplus \$8,500.00 and from Parks GL Account #403, “Building Repairs and Maintenance”.

126/14 cont.

Recommendation No. 10 *Dakota Ridge Advisory Committee Minutes*

THAT the Dakota Ridge Advisory Committee Minutes of January 22, 2014 be received.

Recommendation No. 11 *Ocean Beach Esplanade Stewardship Advisory Committee Minutes*

THAT the Ocean Beach Esplanade Stewardship Advisory Committee minutes of January 7, 2014 be received.

Recommendation No. 12 *Recreation and Parks Services Advisory Committee Minutes*

THAT the Recreation and Parks Services Advisory Committee minutes of January 20, 2013 be received;

AND THAT staff prepare for a future Community Services Committee a review of the proposed fees and charges including the 5% capital contribution to reserve for recreation facilities;

AND THAT the fee structure implementation involves enhanced promotion and education regarding recreation opportunities;

AND FURTHER THAT the 2015 Financial Plan anticipates the related fee revenues.

Recommendation No. 14 *RCVFD 2013 Deficit*

THAT the report from the General Manager of Community Services regarding the Roberts Creek Volunteer Fire Department 2013 deficit be received;

AND THAT this issue be referred to Round 2 of the 2014 Budget for discussion to reduce RCVFD contribution to capital reserve from \$50,000 to \$45,000.

Recommendation No. 15 *HMBVFD 2013 Deficit*

THAT the report from the General Manager of Community Services regarding the Halfmoon Bay Volunteer Fire Department 2013 deficit be received;

AND THAT this issue be referred to Round 2 of the 2014 Budget.

126/14 cont.

Recommendation No. 16 *Fire Department 2013 Annual Reports*

THAT the 2013 Annual Reports from the Gibsons and District Volunteer Fire Department, the Roberts Creek Volunteer Fire Department, the Halfmoon Bay Volunteer Fire Department and the Egmont and District Volunteer Fire Department be received.

Recommendation No. 17 *SCEP 2013 Annual Reports*

THAT the 2013 Annual Report from the Sunshine Coast Emergency Program be received.

Recommendation No. 18 *SCEP Minutes*

THAT the Sunshine Coast Emergency Program Planning Committee minutes of January 29, 2014 be received.

Recommendation No. 19 *Information Officer Training*

THAT staff report on previous and available training for the Information Officer at a future Community Services Committee meeting.

Recommendation No. 20 *SCEP Minutes – Snow Pack*

THAT Infrastructure Services staff be requested to comment at the next Infrastructure Services Committee meeting on the issue that the south coast snow pack for January was reported to be 7% of normal.

Recommendation No. 22 *Recreation Division Monthly Verbal Report*

THAT the Recreation Services Monthly verbal report from the Recreation Services Manager be received.

Recommendation No. 23 *Structure and Delivery of SCRD Recreation Services*

THAT the report from the CAO and General Manager of Community Services regarding Structure and Delivery of SCRD Recreation Services 2014 be received;

AND THAT the Community Services Committee forwards this report to the Special CSC meeting of February 17, 2014 at 5:00 p.m.

Recommendation No. 24 *Pender Harbour Aquatic Lease*

THAT the report from the General Manager of Community Services regarding the Pender Harbour Aquatic Lease be received;

126/14 cont.

AND THAT the lease with the SD 46 be signed for the ten year term inserting a “commencement date” as the signing date;

AND FURTHER THAT the Chair and Corporate Officer be authorized to execute the lease documents.

Recommendation No. 25 *Gibsons and District Aquatic Facility Lifecycle Costs*

THAT the report from the Recreation Services Manager regarding Gibsons and District Aquatic Facility Lifecycle Costs be received;

AND THAT the SCRD continues with facility repair/maintenance in keeping with the commitment for an aquatic facility in the Gibsons Area;

AND THAT consideration for major enhancements be deferred until after the public consultation of options once the Town of Gibsons informs the SCRD regarding the GACC option and the architects have given their requested input;

AND THAT the options to be considered specifically include upgrading the chlorination system to U.V. or equivalent;

AND FURTHER THAT staff provide an update at the March Community Services Committee meeting.

Recommendation No. 26 *SCRD Community Hall Revenue versus Expenses Analysis*

THAT the report from the Recreation Services Manager regarding SCRD Community Hall Revenue versus Expenses Analysis be received;

AND THAT the Community Services Committee supports the following in the 2014/2015 work plan:

- 1) Implement the approved SCRD Community Hall Rental fees effective January 1, 2014;
- 2) Streamline for a one stop service for reservation and coordination of SCRD Community Halls;
- 3) Produce and distribute a ‘NEW’ Hall Rental Brochure to update the previous brochure that was produced prior to some assets becoming the property of the SCRD;
- 4) Ensure renters if arriving early or staying late are billed accordingly for their time;

126/14 cont.

- 5) Collaborate with appropriate parties to enhance community support and use of Halls through the SCRD Community Hall Allocation Operating Procedure and to handle Alcohol procedures.

Recommendation No. 27 *Langdale School Building and Field Bookings 2013 – Joint Use*

THAT the staff report regarding Langdale School Building and Field Bookings for 2013 be referred to the Joint Use meeting along with the Calendar Report.

Recommendation No. 28 *Collaboration Parks and Recreation*

THAT the report from the General Manager of Community Services regarding Collaboration Parks and Recreation be received.

Recommendation No. 29 *Business Practice Review*

THAT the report from the Recreation Services Manager regarding Business Practice Review be received;

AND THAT the \$10,000 costs and associated revenues is recommended in Round 2 to be distributed as follows in the 2014 Financial Plan:

- Gibsons & District Aquatic Centre (616) \$1,500
- Gibsons & Area Community Centre (617) \$ 2,250
- Sunshine Coast Arena (620) \$1,500
- Sechelt Aquatic Centre (621) \$2,250
- Pender Harbour Aquatic & Fitness Centre (625) \$1,500
- Parks (650) \$1,000.

Recommendation No. 30 *Base Budget Increase GACC/SAC Fitness Equipment Maintenance*

THAT the report from the Recreation Services Manager regarding Base Budget Increase GACC/SAC Fitness Equipment Maintenance be received and recommended to Round 2 as follows:

- that the 2014 base budget for function 621 be increased by an amount of \$7,500;
- that the 2014 base budget for function 617 be increased by an amount of \$2,500;
- that the 2014 – 2019 Financial Plan be amended accordingly.

126/14 cont.

Recommendation No. 32 *Community Development Training 2014*

THAT the report from the Recreation Services Manager regarding Community Development Training 2014 be received;

AND THAT the costs for this training be recommended in Round 2 to be distributed as follows:

- Gibsons & District Aquatic Centre (616) \$1,500;
- Gibsons & Area Community Centre (617) \$2,250;
- Sunshine Coast Arena (620) \$1,500;
- Sechelt Aquatic Centre (621) \$2,250;
- Pender Harbour Aquatic & Fitness Centre (625) \$1,000;
- Parks (650) \$1,500;

AND FURTHER THAT the functions noted above receive the additional training funds in the 2014 Financial Plan.

Recommendation No. 33 *Gibsons and Area Community Centre Energy Costs 2014*

THAT the report from the Recreation Services Manager regarding Gibsons and Area Community Centre Energy Costs 2014 be received;

AND THAT this item be referred to Round 2 of the 2014 Budget for further discussion.

Recommendation No. 34 *Energy Upgrade Sechelt Aquatic Lighting 2014*

THAT the report from the Recreation Services Manager regarding Energy Upgrade Sechelt Aquatic Lighting 2014 be received;

AND THAT the application to BC Hydro for a grant for this project be approved;

AND FURTHER THAT if the grant application is successful, staff report back to the Community Services Committee regarding a decision to accept the grant and amend the 2014 Financial Plan or defer same to 2015.

Recommendation No. 35 *GACC Energy 2014*

THAT the report from the Recreation Services Manager regarding Gibsons and Area Community Centre Energy 2014 be received;

AND THAT the Community Services Committee recommends to Round 2 the inclusion of this study *be included* into the 2014 Financial Plan at a cost of \$20,000;

126/14 cont.

AND FURTHER THAT this project is dependent on receipt of a \$10,000 grant from BC Hydro.

Recommendation No. 36 *Recreation Staffing Increase 2014*

THAT the report from the Recreation Services Manager regarding Recreation Staffing Increase 2014 be received;

AND THAT these positions *be included* in the SCRD Recreation HR Plan starting in 2014 (Operations) and 2015 (Programmer);

AND FURTHER THAT this be referred to Round 2 of the Budget for discussion.

Recommendation No. 37 *Roberts Creek Joint Use Project – Community Use Room*

THAT the referral regarding the Roberts Creek Joint Use Project – Community Use Room be received;

AND THAT the extended weekend use expense of \$4,000 be funded by the Joint Use Function;

AND FURTHER THAT this recommendation be forwarded to Round 2 of the Budget.

Recommendation No. 38 *Connectivity Requirements in the SCRD*

THAT the correspondence from Network BC regarding Connectivity Requirements in the Sunshine Coast Regional District be received;

AND THAT Telus be requested to inform residents of where connectivity improvements are to be implemented.

CARRIED

Youth Issues

It was moved and seconded

127/14

THAT Special Community Services Committee (Youth Issues) recommendation Nos. 1-10 of February 17, 2014 be received, adopted and acted upon as follows, as amended:

Recommendation No. 1 *Youth Services Funding Workshop 670*

THAT the September 2013 recommendation and related report from the General Manager of Community Services dated August 9, 2013 regarding Youth Services Funding Workshop 670 be received as information.

127/14 cont.

Recommendation No. 2 *Youth Services Funding Decisions Going Forward 2014*

THAT the June 2013 recommendation and the related report from the General Manager of Community Services dated May 21, 2013 regarding Youth Services Funding Decisions Going Forward 2014 be received as information.

Recommendation No. 3 *Previous Reports on Youth Services*

THAT the following previous reports on Youth Services be received as information:

- a. January 3, 2012 - Youth Centre for Sechelt
- b. February 23, 2012 - Youth Centre for Sechelt Update
- c. December 4, 2012 - Gibsons Youth Centre Funding 2013
- d. January 7, 2013 - Youth Centre and Related Funding 2013
- e. January 24, 2013 - Updated Youth Services Funding Options
- f. Summary of Funding for Youth Centre and Related Funding by Area
- g. 2013 R1 Budget Report
- h. 2013 Gibsons Youth Centre Budget
- i. 2013 Survey Data Community Schools
- j. February 14, 2013 - Youth Services Funding Update

Recommendation No. 4 *Key Performance Indicators Gibsons Youth Centre*

THAT the report from Christina Smethurst, Coordinator, Gibsons and Elphinstone Community School regarding Key Performance Indicators Gibsons Youth Centre be received.

Recommendation No. 5 *Roberts Creek Community School Nights Alive Youth Drop In Program*

THAT the report from Stacia Leech, Executive Director, Roberts Creek Community School Society regarding Roberts Creek Community School Nights Alive Youth Drop In Program performance criteria be received.

Recommendation No. 6 *Sunshine Coast Youth Outreach - 2013 Annual Report*

THAT the report from Ron Depner, Manager, Family and Youth Counseling Services, Sunshine Coast Community Services Society regarding Sunshine Coast Youth Outreach – 2013 Annual Report be received.

127/14 cont.

Recommendation No. 7 *Handout Material - Youth Funding Agreements*

THAT the handout material copies of Community School Grant In Aid Agreements (5), Youth Outreach Worker Agreements (2), Sechelt Youth Centre Agreement, Recreation Services Agreement and the January 13, 2014 Community Services Committee Recommendation No. 3 on Sechelt Youth Centre 2013 Surplus be received as information.

Recommendation No. 8 *Youth Services Funding – Functions and Function 670*

THAT a staff report be provided on how to potentially break out Function 670 into *individual Service Areas* and *the steps required to accomplish that*.

Recommendation No. 9 *Youth Centres Funding*

THAT, in principle, all of the youth centres be covered under the same function.

Recommendation No. 10 *Youth Centres Funding*

THAT a decision on a proposed resolution to fund contracts for Sechelt Youth Centre and Gibsons Youth Centre out of Function 670 and related discussions be deferred until the Area A Director has a chance to speak with his community school and report back at the March 13, 2014 Community Services Committee.

CARRIEDParks and Recreation **It was moved and seconded**

128/14

THAT Special Community Services Committee (Parks and Recreation Master Plan) recommendation Nos. 1-5 of February 17, 2014 be received, adopted and acted upon as amended, as follows:

Recommendation No. 1 *Handout Material - Recreation Services*

THAT the handout material copies of SCRD Recreation Services January 1 - September 30, 2013 Key Performance Indicators report, Area Comparisons Recreation 2013 report, Recreation Programs and Attendance 2011 report, February 13, 2014 Community Services Committee Recommendation No. 23 on Structure and Delivery of SCRD Recreation Services and the related report be received as information.

128/14 cont. **Recommendation No. 2** *Community Development Key Performance Indicators*

THAT a Key Performance Indicator be developed going forward to measure “community development” as per the Master Plan.

Recommendation No. 3 *Schedule to Implement Parks and Recreation Master Plan*

THAT reports on the progress of the schedule to implement the Parks and Recreation Master Plan be put on the meeting agendas of the April and May, 2014 Community Services Committee.

Recommendation No. 4 *Recreation and Parks Services Advisory Committee*

THAT a Recreation and Parks Services Advisory Committee be reconstituted;

AND THAT existing members are invited to submit their names;

AND THAT staff bring back the Terms of Reference with recommendations for any changes in light of the discussion at this meeting;

AND FURTHER THAT the community development approach be considered in the Terms of Reference.

Recommendation No. 5 *Discussion Notes*

THAT the discussion notes provided by Anne Titcomb be received as information.

CARRIED

R2 Budget **It was moved and seconded**

129/14 THAT Special Corporate and Administrative Services Committee (R2 Budget) recommendation No. 14 of February 18, 2014 be received, adopted and acted upon as amended, as follows:

Recommendation No. 14 *Corporate Sustainability [135] – 2014 R2 Budget Proposal*

THAT the Joint Infrastructure Services’ report titled “Corporate Sustainability [135] – 2014 R2 Budget Proposal” be received;

129/14 cont. AND THAT the following budget proposal be deferred to 2014 Round 3 Budget pending review of funding required for other 2014 proposed Corporate Sustainability [135] Projects:

- Budget Proposal 4 – Asset Management Plan Development and Implementation, \$136,000 funded through Support Services as follows: Taxation (65%) and User Fees (35%);

AND THAT staff report, to 2014 Round 3 Budget, regarding the feasibility of using existing staff and / or consultant to implement the Asset Management Plan and how to move forward with the Plan in 2014;

AND THAT one of the parameters for the implementation be that there is a dedicated staff person to lead this Plan;

AND FURTHER THAT staff provide, to 2014 Round 3 Budget, clarification from the Provincial Government or Federation of Canadian Municipalities of the asset management criteria / process required to be eligible for funding.

CARRIED

Docks Funding **It was moved and seconded**

130/14 THAT recommendation No. 15 from the February 18, 2014 Special Corporate and Administrative Services Committee (R2 Budget) be referred to the March 6, 2014 Infrastructure Services Committee for further discussion.

CARRIED

R2 Budget **It was moved and seconded**

131/14 THAT Special Corporate and Administrative Services Committee (R2 Budget) recommendation No. 57 of February 18, 2014 be received, adopted and acted upon as amended, as follows:

Recommendation No. 57 *Recreation Services [615/616/617/620/621] – 2014 R2 Budget Proposal*

THAT staff and the Recreation and Parks Service Advisory Committee (RPSAC), review *and make recommendations on the design and equipment in the fitness facilities* at Gibsons and Area Community Centre and Sechelt Aquatic Centre;

AND THAT any recommendations be brought forward to a future Community Services Committee Meeting.

CARRIED

R2 Budget

It was moved and seconded

131/14

THAT Special Corporate and Administrative Services Committee (R2 Budget) recommendation Nos. 1-13, 16-46, 48-56, and 58-85 of February 18, 2014 be received, adopted and acted upon as follows:

Recommendation No. 1 *Species and Ecosystems at Risk (SEAR) Project*

THAT the correspondence, as presented at the meeting, from the South Coast Conservation Program (SCCP) be received;

AND THAT the SCCP Integrating Species and Ecosystems at Risk (SEAR) into Sustainable Land Use project be funded in the amount of \$1,000 from Regional Planning [500] Operating Reserves.

Recommendation No. 2 *Economic Development [531-535]*

THAT the budgets for Economic Development functions [531-535] be referred to 2014 Round 3 Budget pending a Directors' review of the allocations for funding for the following projects:

- Gibsons and District Chamber of Commerce – Economic Development Initiatives \$15,000 for which Area D [533] has allocated \$3,700;
- Deer Crossing – The Art Farm FUSE Project \$5,000 for which Area D [533] has allocated \$1,000;
- Deer Crossing – The Art Farm IGNITE 2014 Project \$3,000 for which Area D [533] has allocated \$500.

Recommendation No. 3 *General Government Services [110-112] - 2014 R2 Budget Proposal*

THAT the Manager, Legislative Services' report titled "General Government [110-112] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 3 – Laptops for Directors, \$15,000 funded through Taxation;

AND FURTHER THAT the budgets for General Government, Legislative Services and Administrative Services [110-112] be referred to 2014 Round 3 Budget as amended.

131/14 cont.

Recommendation No. 4 *Rural Areas Grants-In-Aid [121-129]*

THAT the spreadsheet titled “Rural Areas Grants-in-Aid 2014” be received.

Recommendation No. 5 *Rural Areas Grant-In-Aid Area A [121]*

THAT the budget for Area A Grant-in-Aid [121] be referred to the 2014 Round 3 Budget as presented.

Recommendation No. 6 *Rural Areas Grant-In-Aid Area B [122]*

THAT the budget for Area B Grant-in-Aid [122] be referred to the 2014 Round 3 Budget as presented.

Recommendation No. 7 *Rural Areas Grant-In-Aid Area D [127]*

THAT the budget for Area D Grant-in-Aid [127] be referred to 2014 Round 3 Budget.

Recommendation No. 8 *Rural Areas Grant-In-Aid Area E and F [123]*

THAT the budget for Area E and F Grant-in-Aid [123] be moved to adoption into the 2014 Budget as presented.

Recommendation No. 9 *Rural Areas Grant-In-Aid Community Schools [125]*

THAT Community Schools [125] be deferred to 2014 Round 3 Budget allowing for review of February 17, 2014 Youth Funding Workshop results to assist with final decisions.

Recommendation No. 10 *Rural Areas Grant-In-Aid Greater Gibsons Community Participation (GGCP) [126]*

THAT the budget for Greater Gibsons Community Participation (GGCP) [126] be referred to 2014 Round 3 Budget as presented with a follow-up to the Town of Gibsons for invoice regarding the 2014 portion of the Gibsons Tennis Court project.

Recommendation No. 11 *Rural Areas Grant-In-Aid Area E [128]*

THAT the budget for Area E Grant-in-Aid [128] be moved to adoption in the 2014 Budget as presented.

131/14 cont.

Recommendation No. 12 *Rural Areas Grant-In-Aid Area F [129]*

THAT the budget for Area F Grant-in-Aid [129] be approved and incorporated into the 2014 Round 3 Budget as amended, as follows:

- remove Gospel Rock Contingency and add \$5,000 to 2014 discretionary funds.

Recommendation No. 13 *Corporate Sustainability [135] – Asset Management Plan Development and Implementation*

THAT the General Manager Infrastructure Services and Treasurer's report titled "Corporate Sustainability [135] – 2014 R2 Budget Proposal for Asset Management Plan Development and Implementation" and the attachment "AMBC: Asset Management Building Blocks: Road Map" be received.

Recommendation No. 16 *Ports [345]*

THAT the budget for Ports [345] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 17 *Corporate Sustainability [135] – Corporate Sustainability Report Card and Promotion*

THAT the General Manager Infrastructure Services and Corporate Energy Manager's report titled "Corporate Sustainability [135] – 2014 R2 Budget Proposal for Corporate Sustainability Report Card and Promotion" be received.

Recommendation No. 18 *Corporate Sustainability [135] – 2014 R2 Budget Proposal*

THAT the Joint Infrastructure Services' report titled "Corporate Sustainability [135] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 2 – Corporate Sustainability Report Card and Promotion, \$20,000 funded through Support Services;

AND FURTHER THAT \$1,500 be added to the base budget in the 2015-2018 Financial Plan for software licensing fee.

131/14 cont.

Recommendation No. 19 *Corporate Sustainability [135] – 2014 R2 Budget Proposal*

THAT the following Corporate Sustainability [135] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 3 – Citizen Engagement Framework, Toolkit and Training, \$7,500 funded through Support Services;

AND THAT the budget for Corporate Sustainability [135] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 20 *Status Update of Potential Projects 2014 – Corporate Energy*

THAT the Corporate Energy Manager’s report titled “Status Update of Potential Projects 2014 – Corporate Energy” be received.

Recommendation No. 21 *Regional Sustainability [136] – Regional Round Table on Sustainability*

THAT the General Manager, Infrastructure Services and Sustainability and Education Coordinator’s report titled “Regional Sustainability [136] – 2014 R2 Budget Proposal for Regional Round Table on Sustainability” be received.

Recommendation No. 22 *Regional Sustainability [136] – 2014 R2 Budget Proposal*

THAT the General Manager, Infrastructure Services and Sustainability and Education Coordinator’s report titled “Regional Sustainability [136] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 1 – Regional Round Table and Tools, \$10,500 funded through Regional Taxation;

AND THAT \$7,000 be added to base budget in the 2015-2018 Financial Plan for software licensing fee;

AND FURTHER THAT the budget for Regional Sustainability [136] be moved to adoption in 2014 Budget as amended.

Recommendation No. 23 *Public Transit [310] – 2013 Budget Deficit*

THAT the Manager, Transit and Fleet report titled “Public Transit [310] – 2013 Budget Deficit” be received;

131/14 cont.

AND THAT the 2013 deficit of \$45,793 be funded \$26,456 from Operating Reserves and \$19,337 through Taxation.

Recommendation No. 24 *Public Transit [310] – 2014 R2 Budget Proposal*

THAT the Manager, Transit and Fleet report titled “Public Transit [310] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be referred to 2014 Round 3 Budget pending confirmation of funding commitments from the District of Sechelt for this project:

- Budget Proposal 6 – New Log Bus Shelter at St. Mary’s Hospital, \$25,000 funded through Taxation.

Recommendation No. 25 *Public Transit [310]*

THAT a request be made to the District of Sechelt Accessibility Advisory Committee for the rationale to install a bus shelter location at St. Mary’s Hospital, for reporting to 2014 Round 3 Budget.

Recommendation No. 26 *Public Transit [310] – 2014 R2 Budget Proposal*

THAT the following Public Transit [310] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 7 – Operating Reserve Transfer, \$10,000 transfer from Operating Reserves to reduce taxation in 2014 only, for rate stabilization to mitigate increased annual lease fees resulting from BC Transit fleet renewal.

Recommendation No. 27 *Public Transit [310] – 2014 R2 Budget Proposal*

THAT the following Public Transit [310] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 8 – Fuel Budget Increase, \$12,000 funded through Taxation.

Recommendation No. 28 *Public Transit [310] – 2014 R2 Budget Proposal*

THAT the following budget proposal be referred to the 2014 Round 3 Budget with explanation of rationale for this project at this time and whether the School District 46 has any requirements:

131/14 cont.

- Budget Proposal 4 – Divert Service via Chatelech School, \$3,300 funded through Taxation.

Recommendation No. 29 *Public Transit [310] – 2014 R2 Budget Proposal*

THAT the budget for Public Transit [310] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 30 *Street Lighting [320-342] – 2014 R2 Budget Proposal*

THAT the Manager, Transit and Fleet report titled “Street Lighting [320-342] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be moved to adoption in the 2014 Budget:

- Budget Proposal 1 – Increases to Hydro Costs, \$2,972 funded through Taxation, for the following functions, as follows:
 - [320] Regional \$2,544
 - [322] Langdale \$135
 - [324] Granthams \$135
 - [326] Veterans \$13
 - [328] Spruce \$3
 - [330] Woodcreek \$41
 - [332] Fircrest \$12
 - [334] Hydaway \$3
 - [336] Sunnyside \$71
 - [340] Burns \$3
 - [342] Stewart \$12

AND THAT the 2013 deficits be funded through Taxation and the 2013 surpluses be used to offset Taxation;

AND FURTHER THAT the budgets for Street Lighting [320-342] be moved to adoption in the 2014 Budget as amended.

Recommendation No. 31 *Options for Funding Landfill Deficits*

THAT the Manager, Waste Reduction and Recovery and Treasurer’s report titled “Options for Funding Landfill Deficits - Updated” be received;

AND THAT the following Zero Waste Initiative Implementation Projects be brought forward to 2014 Round 3 Budget as new Budget Proposals:

131/14 cont.

- Waste Composition Audit \$35,000
- Illegal Dumping Clean-up and Education \$20,000
- Construction and Demolition (C&D) Waste Pilot Program / Zero Waste Initiatives Outreach \$10,000;

AND THAT staff include in the Budget Proposals options to fund the waste diversion initiatives in 2014, if the eco fee reserves are depleted and fund future diversion initiatives after 2014;

AND FURTHER THAT the decision to mitigate 2013-2014 landfill deficits with either Combination A (with 2014 Zero Waste Initiative Implementation Projects) or Combination B (without Zero Waste Initiative Implementation Projects) - Option 1 (shift green waste to taxation) and Option 3 (reduce closure reserve contribution) be deferred to 2014 Round 3 Budget pending review of the Zero Waste Initiative Implementation Project Budget Proposals.

Recommendation No. 32 *Regional Solid Waste [350-353] – 2014 R2 Budget Proposal*

THAT the Manager, Waste Reduction and Recovery's report titled "Regional Solid Waste [350-353] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 4 – MANDATORY Pender Harbour Landfill Closure Detailed Design, \$50,000 funded from Closure Reserve.

Recommendation No. 33 *Regional Solid Waste [350-353] – 2014 R2 Budget Proposal*

THAT staff be authorized to proceed with a Tender Process for the Pender Harbour Transfer Station Installation project;

AND THAT the following Regional Solid Waste [350-353] budget proposal be deferred pending results of Tender Process:

- Budget Proposal 5 – Pender Harbour Transfer Station Installation, \$350,000 (estimated capital) and \$10,000 (AAP) funded by Debt funded from Tipping Fees.

131/14 cont.

Recommendation No. 34 *Regional Solid Waste [350-353] – 2014 R2 Budget Proposal*

THAT the following Regional Solid Waste [350-353] budget proposals be approved for the 2014 Budget:

- Budget Proposal 6 – Recycling Depot Collection Services, Status Quo Base Budget;

AND THAT the budgets for Regional Solid Waste [350-353] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 35 *Green Waste Possible Tax Implications*

THAT staff provide a brief analysis to March 6, 2014 Infrastructure Services Committee Meeting of the financial impact on taxation of including Green Waste in the 2014 Budget (tax by area).

Recommendation No. 36 *Area B [152] Feasibility and Area D [153] Feasibility*

THAT the \$50,000 required for a Request for Proposal and other costs for the Electoral Areas B and D Curbside Recycling Program in 2014 be funded out of Area B Feasibility [152] and Area D Feasibility [153] and apportioned by assessment;

AND THAT the budgets for Area B Feasibility [152] and Area D Feasibility [153] be referred to 2014 Round 3 Budget as amended;

AND FURTHER THAT the Directors for Electoral Areas B and D meet with staff prior to 2014 Round 3 Budget to discuss the 2014 plans for the use of the \$50,000 for the Curbside Recycling Program.

Recommendation No. 37 *Square Bay Waste Water Treatment Plant [387] – 2014 R2 Budget Proposal*

THAT the Manager, Utility Services and Operations Support Technician's report titled "Square Bay Waste Water Treatment Plant [387] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 1 – Truman Road Lift Station (Square Bay WWTP) Project Funding Increase, \$15,000 funded from Capital Reserves;

AND FURTHER THAT the budget for Square Bay Waste Water Treatment Plant [387] be moved to adoption in the 2014 Budget as amended.

131/14 cont.

Recommendation No. 38 *Animal Control [290] – 2014 R2 Budget Proposal*

THAT the General Manager, Planning and Development’s report titled “Animal Control [290] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 1 – Base Budget Reduction, \$5,982 funded by removing budget line items Legal and Building Rental;

AND FURTHER THAT the budget for Animal Control [290] be moved to adoption in the 2014 Budget as amended.

Recommendation No. 39 *Regional Planning [500] – 2014 R2 Budget Proposal*

THAT the General Manager, Planning and Development’s report titled “Regional Planning [500] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 1 – Establishment of Sunshine Coast Invasive Species Council, \$1,000 funded from 2013 Surplus;

AND FURTHER THAT the budget for Regional Planning [500] be moved to adoption in 2014 Budget as amended.

Recommendation No. 40 *Building Inspection [520] – 2014 R2 Budget Proposal*

THAT the General Manager, Planning and Development’s report titled “Building Inspection [520] – 2014 R2 Budget Proposal” be received;

AND THAT the budget for Building Inspections [520] be referred to 2014 Round 3 Budget as presented.

Recommendation No. 41 *Gibsons and District Fire Protection [210] – 2014 R2 Budget Proposal*

THAT the General Manager, Community Services’ report titled “Gibsons and District Fire Protection [210] – 2014 R2 Budget Proposal” be received;

AND THAT the following budget proposals be approved and incorporated into the 2014 Round 3 Budget:

131/14 cont.

- Budget Proposal 2 – Enhanced Volunteer Training, \$5,000 funded from Capital Reserve (proceeds from sale of the pumper truck as discussed at Fire Commission Meeting);

AND FURTHER THAT line item 01-2-210-235 Base Budget be increased from \$15,000 in 2014 to \$18,000 from 2015 forward.

Recommendation No. 42 *Gibsons and District Fire Protection [210] – 2014 R2 Budget Proposal*

THAT the following budget proposal be referred to 2014 Round 3 Budget pending conference between the General Manager, Community Services, the GDVFD Fire Chief and the Corporate Energy Manager regarding economies of scale to align lighting retrofit projects at C. Mahlman Fire Hall and Frank West Hall and / or using in-house capabilities for the projects:

- Budget Proposal 6 – C. Mahlman Fire Hall – Lighting Retrofit, \$6,000 funded from 2013 Surplus with potential for rebate (\$1,500);

AND THAT the budget for Gibsons and District Fire Protection [210] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 43 *Roberts Creek Volunteer Fire Department [212]*

THAT the 2013 deficit in Roberts Creek Volunteer Fire Department [212] of \$4,405 be funded by reducing the \$50,000 contribution to reserves to \$45,000;

AND THAT the budget for Roberts Creek Volunteer Fire Department [212] be moved to adoption as amended.

Recommendation No. 44 *Halfmoon Bay Volunteer Fire Department [216]*

THAT the 2013 deficit in Halfmoon Bay Volunteer Fire Department [216] of \$9,359 be funded by reducing the \$20,000 contribution to reserves to \$10,641;

AND THAT the budget for Halfmoon Bay Volunteer Fire Department [216] be moved to adoption as amended.

Recommendation No. 45 *Hillside Development Project [540]*

THAT the budget for Hillside Development Project [540] be referred to 2014 Round 3 Budget as presented.

131/14 cont.

Recommendation No. 46 *Reconvene the Special Corporate and Administrative Services Committee R2 Budget Meeting*

THAT the Special Corporate and Administrative Services Committee R2 Budget Meeting be reconvened on February 19, 2014 at 9:35 a.m.

Recommendation No. 48 *Recreation Funding Issues Update*

THAT the Treasurer and General Manager, Community Services' report titled "Recreation Funding Issues Update" be received;

AND THAT the Recreation Funding Issues Update report be referred to 2014 Round 3 Budget to include an analysis of the impact to staff capacity to complete projects in 2014 and to provide any revisions to figures for the Capital Maintenance / Repairs as approved in 2014 Budget Proposals.

Recommendation No. 49 *Pender Harbour Aquatic and Fitness Centre Tax Requisition Limits*

THAT staff report to a future Corporate and Administrative Services Committee in 2014 reviewing the Pender Harbour Aquatic and Fitness Centre contributions to reserves and confirming that these contributions fall within the 20% tax requisition limit.

Recommendation No. 50 *Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal*

THAT the Manager, Recreation Services' report titled "Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal" be received.

Recommendation No. 51 *Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be referred to 2014 Round 3 Budget:

- Budget Proposal 2 – MANDATORY - Gibsons and District Aquatic Facility Flooring Replacement, \$125,000 funded \$85,000 through Taxation and \$40,000 from Reserves;

AND THAT staff be authorized to expend, for the purposes of developing the scope of work and cost estimates, prior to 2014 Round 3 Budget, up to \$10,000 of the requested \$125,000 for the Gibsons and District Aquatic Facility Flooring Replacement project.

131/14 cont.

Recommendation No. 52 *Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be approved and incorporated into the 2014 Budget:

- Budget Proposal 16 – Sechelt Aquatic Centre Deficiency Repairs / Legal Claim, \$25,000 funded through Taxation.

Recommendation No. 53 *Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be referred to the 2014 Round 3 Budget pending receipt of response from Town of Gibsons regarding an institutional water rate:

- Budget Proposal 5 – Increase Base Budgets in Gibsons and Area Community Centre (GACC) and Gibsons and District Aquatic Facility (GDAF) for Water, \$10,000 (\$7,500 GACC and \$2,500 GDAF) funded through Taxation.

Recommendation No. 54 *Recreation Services [616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 6 – Increase Base Budgets in Gibsons and Area Community Centre (GACC) for Hydro and Natural Gas, \$15,000 funded through Taxation.

Recommendation No. 55 *Recreation Services [615/616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be approved and incorporated in the 2014 Round 3 Budget:

- Budget Proposal 1 – Business Practice Review, \$10,000 funded through User Fees with \$10,000 from Revenues for net zero impact to taxation.

Recommendation No. 56 *Recreation Services [615/616/617/620/621] – 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

131/14 cont.

- Budget Proposal 4 – Increase Base Budgets in Gibsons and Area Community Centre (GACC) and Sechelt Aquatic Centre (SAC) for Fitness Equipment Maintenance, \$10,000 (\$7,500 SAC and \$2,500 GACC) funded through Taxation.

Recommendation No. 58 *Recreation Services [615/616/617/620/621]
– 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 8 – Community Development Training, \$10,000 funded through Taxation.

Recommendation No. 59 *Community Engagement Training*

THAT the Parks and Recreation staff work with the Sunshine Coast Regional District (SCRD) Education and Outreach Coordinator to ensure Community Engagement Training across the organization is complementary and coordinated.

Recommendation No. 60 *Sponsorship Policy*

THAT staff report to the next Community Services Committee regarding Sunshine Coast Regional District (SCRD) sponsorship policy regarding facility naming rights and the feasibility of using sponsorship to provide funding for facilities.

Recommendation No. 61 *Recreation Services [615/616/617/620/621]
– Deficit*

THAT the following funds be considered towards 2014 projects for Recreation Services [615/616/617/620/621]:

- In 2014, use \$50,000 from 5% recovered from HST conversion toward 2014 capital projects, such as the Gibsons and District Aquatic Facility Flooring Replacement (BP#2) to reduce tax funded projects.

Recommendation No. 62 *Recreation Services [615/616/617/620/621]
– 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be deferred to 2015 providing staff an opportunity to review and report on the progress of the Community Development Training approach:

- Budget Proposal 15 – Increase staff by .6 FTE (Community Development / Program Coordinator).

131/14 cont.

Recommendation No. 63 *Recreation Services [615/616/617/620/621]
– 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposals be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 14 – Increase staff by .6 FTE (Facility Operations), \$36,000 in 2014 funded through Taxation and \$50,000 increase in the 2015-18 Financial Plan and HR allocation.

Recommendation No. 64 *Recreation Services [615/616/617/620/621]
– 2014 R2 Budget Proposal*

THAT the following Recreation Services [615/616/617/620/621] budget proposal be referred to a future Community Services Committee Meeting as required:

- Budget Proposal 9 – Public Approval Process – Recreation Services Capital Funding and / or AAP and / or Referendum, funded TBD through Taxation.

Recommendation No. 65 *Recreation Services [615/616/617/620/621]
– 2014 R2 Budget Proposal*

THAT the budgets for Recreation Services [615/616/617/620/621] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 66 *Pender Harbour Aquatic and Fitness Centre [625] – 2014 R2 Budget Proposal*

THAT the Manager, Pender Harbour Aquatic and Fitness Centres' report titled "Pender Harbour Aquatic and Fitness Centre [625] – 2014 R2 Budget Proposal" be received;

AND THAT Budget Proposal #4, previously adopted Res. 087/14 as approved and incorporated at 2014 Round 1 Budget, be referred back to 2014 Round 3 Budget for a final review of Pender Harbour Aquatic and Fitness Centre [625] budget requirements.

Recommendation No. 67 *Pender Harbour Aquatic and Fitness Centre [625] – 2014 R2 Budget Proposal*

THAT staff report on administrative and management salary allocation costs related to different recreation facilities in comparison to the Pender Harbour Aquatic and Fitness Centre including a rationale of costs, the type of work each does and time spent.

131/14 cont.

Recommendation No. 68 *Pender Harbour Aquatic and Fitness Centre [625] – 2014 R2 Budget Proposal*

THAT the following Pender Harbour Aquatic and Fitness Centre [625] budget proposal be approved and incorporated into 2014 Budget:

- Budget Proposal 6 – Business Practice Review, \$1,500 funded through User Fees;

AND FURTHER THAT the budget for Pender Harbour Aquatic and Fitness Centre [625] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 69 *Community Parks [650] - 2014 R2 Budget Proposal*

THAT the General Manager, Community Services' report titled "Community Parks [650] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposal be referred to 2014 Round 3 Budget pending base budget reporting:

- Budget Proposal 8 – Restore and Stain Beams at Eric Cardinal Hall, \$15,000 funded \$8,500 from 2013 Surplus and \$6,500 from 01-2-650-403 Building Repairs and Maintenance;

AND THAT the report regarding how base budget funds are allocated in parks across the region, including the islands, as requested at the February 13, 2014 Community Services Committee Meeting, be included for the March 6, 2014 Infrastructure Services Committee Meeting.

Recommendation No. 70 *Community Parks [650] - 2014 R2 Budget Proposal*

THAT the following Community Parks [650] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 10 – Sir Thomas Lipton Park, \$9,000 funded through Taxation.

Recommendation No. 71 *Community Parks [650] - 2014 R2 Budget Proposal*

THAT the following Community Parks [650] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 16 – Business Practice Review, \$1,000 funded through User Fees;

131/14 cont.

AND THAT the budget for Community Parks [650] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 72 *Bicycle and Walking Paths [665] - 2014 R2 Budget Proposal*

THAT the General Manager, Community Services' report titled "Bikeways / Walkways [665] – 2014 R2 Budget Proposal" be received;

AND THAT the following budget proposals be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 1 – Area B – Brooks to Redrooffs (along Highway 101), estimated \$84,000 funded through Gas Tax.

Recommendation No. 73 *Bicycle and Walking Paths [665] - 2014 R2 Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 2 – Area D – Roberts Creek – Beach Avenue from Roberts Creek Road to Cedar Grove Road, \$175,000 funded through Gas Tax.

Recommendation No. 74 *Bicycle and Walking Paths [665] - 2014 R2 Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 3 – Area F from Granthams, past and including Ruffum Road Bicycle and Walking Path, estimated \$90,000 funded through Gas Tax.

Recommendation No. 75 *Bicycle and Walking Paths [665] - 2014 R2 Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be reapproved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 4 – Area E – Gower to Gibsons, \$10,000 funded through Gas Tax (was referred back to 2014 Round 2 Budget for clarification on location only).

131/14 cont.

Recommendation No. 76 *Bicycle and Walking Paths [665] - 2014 R2
Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 5 – Area B from Highway 101 to Mintie for Redrooffs Road planning and engineering survey project, \$20,000 funded through Gas Tax.

Recommendation No. 77 *Bicycle and Walking Paths [665] - 2014 R2
Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be referred to 2014 Round 3 Budget pending more information from Union of British Columbia Municipalities (UBCM) *on* whether Gas Tax would be applicable for this project:

- Budget Proposal 7 – Area E – Highway 101 Maintenance Repairs – east of Poplars Park Phase 1, estimated \$18,000 funded through Taxation;

AND THAT a letter be sent to the Ministry of Transportation and Infrastructure (MoTI) to determine if there is interest in partnering on the Maintenance Repairs at Highway 101 east of Poplars Park.

Recommendation No. 78 *Bicycle and Walking Paths [665] - 2014 R2
Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be referred to 2014 Round 3 Budget pending project status update:

- Budget Proposal 8 – Area B Carry-forward from 2013 – Redrooffs Driveway Repair Project, funded in 2013 Financial Year from Gas Tax.

Recommendation No. 79 *Bicycle and Walking Paths [665] - 2014 R2
Budget Proposal*

THAT the following Bicycle and Walking Paths [665] budget proposal be approved and incorporated into the 2014 Round 3 Budget:

- Budget Proposal 6 – Operating Reserve - Bicycle and Walking Path [665], \$10,000 funded through Taxation;

AND THAT \$10,000 be added to 2015 base budget to be used for future maintenance;

131/14 cont.

AND FURTHER THAT the budget for Bicycle and Walking Paths [665] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 80 *Area A Bicycle and Walking Paths [667]*

THAT the budget for Area A Bicycle and Walking Paths [667] be moved to adoption in 2014 Budget as presented.

Recommendation No. 81 *School Facilities – Joint Use [630]*

THAT the Roberts Creek Joint Use Project – Community Use Room be funded \$4,000 for 2014 from School Facilities – Joint Use [630];

AND THAT staff report to a future Corporate and Administrative Services Committee with a viable option to making costs transparent in the School Facilities – Joint Use [630] by electoral area;

AND THAT the budget for School Facilities – Joint Use [630] be referred to 2014 Round 3 Budget as amended.

Recommendation No. 82 *Roberts Creek Library Service [646]*

THAT the budget for Roberts Creek Library Service [646] be referred to 2014 Round 3 Budget as presented.

Recommendation No. 83 *Museum Service [648]*

THAT the Museum [648] Budget be moved to adoption into 2014 Budget as presented.

Recommendation No. 84 *Financial Services [113]*

THAT the budget for Financial Services [113] be moved to adoption into 2014 Budget as presented.

Recommendation No. 85 *Sunshine Coast Regional Hospital District [118]*

THAT the budget for Sunshine Coast Regional Hospital District [118] be referred to 2014 Round 3 Budget as presented.

CARRIED

Planning

It was moved and seconded

132/14

THAT Planning and Development Committee recommendation No. 1 of February 20, 2014 be received, adopted and acted upon as amended, as follows:

132/14 cont.

Recommendation No. 1 *Development Variance Permit 310.178 (Curry)*

THAT the staff report dated February 3, 2014, titled “Development Variance Permit Application No. 310.178 (Curry) – Area D” be received;

AND THAT Development Variance Permit No. 310.178 (Curry) be issued pursuant to Section 922 of the *Local Government Act* for the purpose of permitting a horse stable and goat shed on Lot D, Block 2, District Lot 1319, Plan 19618, and Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 be specifically varied to relax the minimum required enclosure or structure setback for the keeping of livestock, as required under section 502(4)(b) of Zoning Bylaw no. 310, from 20 metres to 13.5 metres;

AND FURTHER THAT issuance be subject to:

- receipt of amended survey showing location of proposed goat shed.

CARRIED

Planning

It was moved and seconded

133/14

THAT Planning and Development Committee recommendation No. 7 of February 20, 2014 be received, adopted and acted upon as follows:

Recommendation No. 7 *Bylaw Amendment 310.153 and 337.108*

THAT the staff report dated February 11, 2014, titled “Bylaw Amendment Files 310.153 and 337.108 – Second Reading and Scheduling Public Hearings” be received;

AND THAT “Sunshine Coast Regional District Zoning Bylaw No. 310.153, 2013” be forwarded to the Board for second reading with the following amendments:

- Amend the bylaw name to replace “1987” with “2013”;
- Amend the definition of “marihuana production facility” to read: “marihuana production facility” means a facility used for the cultivation, processing, testing, destruction, packaging and shipping of marihuana as permitted under federal legislation”;
- Amend the bylaw to delete the I7 zone.

AND THAT “Sunshine Coast Regional District Zoning Bylaw No. 337.108, 2013” be forwarded to the Board for second reading with the following amendments:

133/14 cont.

- a. Amend the bylaw name to replace “1990” with “2013”;
- b. Amend the definition of “marihuana production facility” to read: “marihuana production facility” means a facility used for the cultivation, processing, testing, destruction, packaging and shipping of marihuana as permitted under federal legislation”;

AND THAT a public hearing for Bylaws 310.153 and 337.108 be scheduled to start at 7:00 p.m. on Tuesday March 11, 2014 at the SCRD Board room, 1975 Field Road, Sechelt;

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

AND FURTHER THAT the issue of farm class assessment for marihuana production, packaging and processing facilities, including industrial zoned property, be considered in more detail with a report being brought to a future Planning and Development Committee.

Director Shugar opposed

CARRIED

Planning

It was moved and seconded

134/14

THAT Planning and Development Committee recommendation Nos. 2-6, and 8-27 of February 20, 2014 be received, adopted and acted upon as amended, as follows:

Recommendation No. 2 *Development Variance Permit 310.180 (Hage for Lewis)*

THAT the staff report dated February 3, 2014, titled “Development Variance Permit Application No. 310.180 (Hage for Lewis) (Area F)” be received;

AND THAT additional photos of the subject property provided by staff be received;

AND THAT a report be requested from engineering staff at Binnie and Associates for the April Planning and Development Committee indicating how this application for parking can be integrated into the Marine Drive bike/pedestrian path;

AND THAT a letter be requested from the property owner at 826 Marine Drive to indicate that her concerns have been addressed;

134/14 cont.

AND FURTHER THAT the staff report be deferred until the April Planning and Development Committee.

Recommendation No. 3 *Frontage Waiver request for MOTI File 2013-04875 (Stranaghan)*

THAT the staff report dated February 11, 2014, titled “Road Frontage Waiver – Subdivision File No. 2013-04875 (Stranaghan) (Area F)” be received;

AND THAT the requirement for 10% lot frontage onto a road be waived for the subdivision of Lot 34, District lot 693 and 694, Plan 3593, located at 888 A and B Ruffum Road, Gibsons (MOTI Subdivision File No. 2013-04875);

AND THAT, as a condition of waiver, the Ministry of Transportation and Infrastructure be requested to share the finalized road upgrade plans with the SCRD so that the SCRD can provide input and integrate its Marine Drive plans for the bike/pedestrian path way;

AND FURTHER THAT a progress report be prepared for the April PDC meeting.

Recommendation No. 4 *Sunshine Coast Food Policy Council*

THAT staff report dated February 4, 2014, titled “Sunshine Coast Food Policy Council” be received;

AND THAT the letter from the Sunshine Coast Food Policy Council (FPC) Co-Chairs, dated February 17, 2014, be received;

AND THAT staff begin collaborating with both the Food Policy Council (FPC) and Agricultural Advisory Committee (AAC) to develop the initial scope and framework for a regional food sustainability strategy for all Sunshine Coast local governments to review and provide input;

AND THAT staff report back to the Planning & Development Committee on how the pieces fit together, including all roles and responsibilities for developing a regional food sustainability strategy;

AND THAT staff report back regularly on the progress of developing a Coast-wide food sustainability strategy;

AND FURTHER THAT the Food Policy Council be advised to submit a rural grant-in-aid request to the Regional District by March 21st, and to apply to all three other local governments on the Sunshine Coast for similar funding, and to pursue funding through established economic development initiatives.

134/14 cont.

Recommendation No. 5 *Metro Vancouver Aboriginal Relations Committee*

THAT the staff memo dated February 6, 2014, titled “Metro Vancouver Aboriginal Relations Committee” be received.

Recommendation No. 6 *Road Frontage Waiver – Subdivision File No. 2013-03440 (Abercrombie)*

THAT the staff report titled “Road Frontage Waiver – Subdivision File No. 2013-03441 (Abercrombie)” be received;

AND THAT the requirement for 10% lot frontage onto a road be waived for subdivision of Strata Lot 3, District Lot 1321, Plan LMS1827, located at 3807 Beach Avenue in Roberts Creek (MOTI Subdivision File No. 2013-03440);

AND FURTHER THAT the structure that straddles the property line be removed.

Recommendation No. 8 *Zoning Bylaw Amendment 310.154 (Richnor Recycling)*

THAT the staff report dated February 4, 2014, titled “Zoning Bylaw Amendment 310.154 (Richnor Recycling) in Electoral Area F to permit medical marihuana production” be received;

AND THAT Sunshine Coast Regional District *Bylaw No. 310.154* be forwarded to the Board for Second Reading with the following amendment:

Amend the definition of “marihuana production facility” to read: “marihuana production facility” means a facility used for the cultivation, processing, testing, destruction, packaging and shipping of marihuana as permitted under federal legislation.

AND THAT a public hearing be scheduled for 7:00 pm, Wednesday March 12, 2014 at Eric Cardinal Hall, located at 930 Chamberlin Road in West Howe Sound;

AND FURTHER THAT two members of the Board be delegated to be the Chair and Alternate Chair for the public hearing.

Recommendation No. 9 *Deadline for Medical Marihuana Producers under Old Regulations*

THAT staff pursue whether there has been an extension of the deadline for medical marihuana producers under the old regulations and report back to the next Board meeting.

134/14 cont.

Recommendation No. 10 *Small-scale marihuana production facilities*

THAT the staff report dated February 3, 2014, titled “Small-Scale Zoning Considerations for Marihuana Production Facilities” be received;

AND THAT staff explore permitting small scale commercial marihuana production in zones that permit agriculture and bring back a list of criteria such as building size, parcel size, form and character, and setbacks;

AND THAT staff prepare a draft bylaw for small scale medical marihuana production facilities in Areas A, B, D, and E;

AND FURTHER THAT staff bring a report to the Planning and Development Committee before scheduling a public information meeting.

Recommendation No. 11 *Narrows Inlet Environmental Certificate*

THAT the staff report titled “Narrows Inlet Environmental Certificate (Electoral Area B)” be received.

Recommendation No. 12 *Temporary Use Permit F-01, Box Canyon Hydro Project*

THAT the staff report dated February 11, 2014, titled “Temporary Use Permit F-01 for a Concrete Batch Plant to construct the Box Canyon Hydro Project (Electoral Area F), be received;

AND THAT the following additions to the conditions be made:

- a. That the SCRD be informed of the name and contact details of the company that the concrete batch plant is leased from and the operator so that all environmental concerns can be addressed;
- b. As this area has high precipitation levels and extreme storm events, that the owner provides the SCRD with any reports or concerns including those raised by the independent environmental monitor relating to operation of the concrete batch plant and the containment area including its decommissioning and restoration at the same time any such are provided to the owner and province.

AND THAT the letter of undertaking be amended to read:

“Within 30 days of expiration of Temporary Use Permit F-01, as a prerequisite for the SCRD releasing the bond set out in Condition 4 of the permit the applicant shall:...” ”

134/14 cont.

AND THAT the bond be raised to \$50,000;

AND THAT the owner be advised of concerns raised by residents and recreational users in the area to ensure that noise is kept to a minimum during construction;

AND FURTHER THAT the owner consult with the Squamish Nation regarding habitat concerns.

Recommendation No. 13 *Hillside Activity Report February 2014*

THAT the staff report titled “Hillside Activity Report February 2014” be received.

Recommendation No. 14 *Regional Economic Development*

THAT the staff report dated February 5, 2014, titled “Regional Economic Development Workshops - Update” be received;

AND THAT the consultant’s pre-workshop survey be directed to only the elected officials and staff, the proposed attendees at the first regional economic development workshop session;

AND THAT the pre-workshop survey to identify the range of opinions and perspectives be sent to elected officials only.

Recommendation No. 15 *Topic at Next Heritage Protocol Meeting*

THAT economic development be a topic at the next Heritage Protocol meeting, to discuss ways to work together.

Recommendation No. 16 *Gibsons & District Chamber of Commerce*

THAT the report titled “Gibsons & District Chamber of Commerce 2013 Year End Report to Funders” be received.

Recommendation No. 17 *Building Department Revenues January 2014*

THAT the staff report dated February 3, 2014, titled “Building Department Revenues for January 2014” be received for information.

Recommendation No. 18 *Planning and Development Division Monthly Report January 2014*

THAT the staff report titled “Planning and Development Division Monthly Report January 2014” be received.

134/14 cont.

Recommendation No. 19 *Minutes*

THAT the following minutes be received:

- Agricultural Advisory Committee Minutes of January 28, 2014;
- Natural Resource Advisory Committee Minutes of January 22, 2014;
- Sunshine Coast Housing Committee Minutes of January 29, 2014;
- Egmont/Pender Harbour (Area A) APC Minutes of January 29, 2014;
- Halfmoon Bay (Area B) APC Minutes of January 29, 2014;
- Roberts Creek (Area D) APC Minutes of January 27, 2014;
- Elphinstone (Area E) APC Minutes of January 22, 2014;
- West Howe Sound (Area F) APC Minutes of January 28, 2014.

Recommendation No. 20 *Agricultural Advisory Committee Minutes*

THAT the Agricultural Advisory Committee recommendations of January 28, 2014 be acted upon, as amended as follows:

Recommendation No. 1

That the Agricultural Advisory Committee supports the proposed request to vary the setback from 20.0 metres to 13.5 metres.

Recommendation No. 2

That the consultant prepares an executive summary on the pilot projects with identification of components that are within the SCRD jurisdiction.

Recommendation No. 3

That the AAC supports the proposed bylaw amendments to zone for medical marihuana production facilities as presented.

Recommendation No. 21 *Agricultural Advisory Committee Minutes*

THAT regarding the brewery in the ALR, that staff do not arrange for a site visit by Mr. Pellett of the ALC.

Recommendation No. 22 *Natural Resource Advisory Committee Minutes*

THAT the following recommendations of the Natural Resource Advisory Committee of January 22, 2014 be adopted and incorporated into Temporary Use Permit F-01 (Box Canyon);

Recommendation No. 4 *Temporary Use Permit F-01 for a concrete batch plant to construct the Box Canyon Hydro Project*

134/14 cont.

THAT the Temporary Use Permit include an agreed wastewater management treatment strategy and disposal system.

Recommendation No. 5 *Temporary Use Permit F-01 for a concrete batch plant to construct the Box Canyon Hydro Project*

THAT best practices with respect to air emissions should be mandatory.

Recommendation No. 6 *Temporary Use Permit F-01 for a concrete batch plant to construct the Box Canyon Hydro Project*

THAT the performance bond be increased from \$10,000 to \$50,000.

Recommendation No. 23 *Natural Resource Advisory Committee Minutes*

THAT the comments on page 4 of the Natural Resources Advisory Committee minutes of January 22, 2014 regarding Old Growth Management Areas in the Jervis and Salmon Inlet Landscape Units be forwarded to the appropriate body reviewing the Old Growth Management Areas in the Jervis and Salmon Inlet Landscape Units.

Recommendation No. 24 *Howe Sound Community Forum*

THAT the correspondence from the Howe Sound Community Forum, dated January 14, 2014, titled “Provincial Presentation Cumulative Effects Assessment: Summary of forum discussions” be received.

Recommendation No. 25 *Narrows Inlet Hydro Project*

THAT the correspondence from Scott Bailey, Executive Project Director, Environmental Assessment Office, dated January 20, 2014, regarding the Narrows Inlet Hydro Project be received.

Recommendation No. 26 *Woodlot Licences on Gambier Island*

THAT the correspondence from Steve Thomson, Minister, Ministry of Forests, Lands, and Natural Resource Operations, dated January 23, 2014 regarding Woodlot licences on Gambier Island be received;

AND THAT the protocol agreement with Islands Trust be distributed and brought back to the next meeting of the Planning and Development Committee;

AND THAT a letter be sent to Islands Trust and the Squamish Nation to find out what their positions are on the wood lots;

134/14 cont. AND THAT this issue be referred to the next Planning and Development Committee;

AND FURTHER THAT staff be authorized to act on this recommendation prior to adoption.

Recommendation No. 27 *Proposal for Public WiFi – Downtown Sechelt Pilot Project*

THAT the correspondence from Sechelt Innovations, dated February 18, 2014, regarding “Proposal for Public WiFi – Downtown Sechelt Pilot Project” be received;

AND THAT staff send a letter of support for this proposed project;

AND FURTHER THAT the Chair is authorized to send a letter prior to adoption of this recommendation.

CARRIED

Notice on Title **It was moved and seconded**

135/14 THAT the Building Inspector’s report of February 26, 2014 regarding Building Division files requiring placement of a Notice on Title be received.

CARRIED

Notice on Title **It was moved and seconded**

136/14 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 26, Block 1, District Lot 3989, Plan 12096, Group 1, NWD. PID 008-961-662 Electoral Area A.

CARRIED

Notice on Title **It was moved and seconded**

137/14 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 30, District Lot 1017, Plan 17304, Group 1, NWD. PID 007-289-634 Electoral Area B.

CARRIED

DVP 310.177

It was moved and seconded

138/14

THAT the Planner’s report dated January 21, 2014 regarding Development Variance Permit No. 310.177 (Johnson – Area B) be received;

AND THAT Development Variance Permit No. 310.177 to vary section 507 (1)(a) of Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 by relaxing the building setback to ocean from 7.5 metres to 3.17 metres on Lot 2, Block 6, District Lot 1326, Plan 7274, PID: 004-351-908, be issued, including the following conditions:

- i. Adhere to site plan prepared by Forma Design Inc., attached as Appendix “A” to the Planner’s report dated January 21, 2014;
- ii. The auxiliary building (“gazebo”) must not be used as a dwelling.

CARRIED

Corporate

It was moved and seconded

139/14

THAT Corporate and Administrative Services Committee recommendation Nos. 8 and 10 of February 27, 2014 be received, adopted and acted upon, as follows:

Recommendation No. 8 *Community Recreation Requisition Limit*

THAT the Treasurer's verbal report concerning the Community Recreation Facility service tax requisition limit be received;

AND THAT Section 6(a) of Community Recreation Facilities Service Amendment Bylaw No. 1058.1 be revised to \$7,056,746;

AND THAT Section 6(b) of Bylaw 1058.1 reflect an increase of 21% to \$1.15/\$1,000 assessment;

AND THAT Bylaw 1058.1 be forwarded to the February 27, 2014 Board meeting for consideration of rescinding third reading;

AND FURTHER THAT the Board consider giving Bylaw 1058.1 second reading as amended and third reading.

Recommendation No. 10 *Woodfibre Liquefied Natural Gas (LNG) and Eagle Mountain Environmental Assessments (EA) Update*

THAT the Senior Planner’s report titled “Woodfibre LNG and Eagle Mountain Environmental Assessments Update and Recent Correspondence” be received;

139/14 cont.

AND THAT the following preliminary comments be forwarded to Woodfibre Natural Gas Ltd:

- Concern about impact on electricity supply was noted by FortisBC when discussing the desire to convert the power source of existing and new compression stations to electricity for the Eagle Mountain Gas Pipeline proposal. FortisBC and BC Hydro are reviewing this. Woodfibre Natural Gas Ltd should seek confirmation from BC Hydro that the Liquefied Natural Gas (LNG) plant does not create a similar concern.
- The project description states that the workforce can only access the site via Squamish and this seems to eliminate the potential for Sunshine Coast Regional District (SCRD) residents to be employed there unless the company allows for boats (water taxis, etc.) to use other ports. The SCRD Board would like the potential for other ports to be considered for workforce use.
- Emissions, including noise and light are key issues that the SCRD Board will review during the environmental assessment (EA) as they pertain to the residents of the SCRD. An analysis of wind flow is an important aspect to consider.
- A significant issue that the SCRD Board will consider during the EA will be ship movements of LNG and steps that will be taken to ensure appropriate safety and environmental protection/clean-up measures are in place.
- The EA Office was informed that the SCRD Board expects that public meetings will take place on the Coast during the EA for this project.
- The SCRD Board is concerned that Woodfibre Natural Gas Ltd did not advertise its consultation meetings on the Coast or inform the SCRD Board ahead of time that the consultation program was taking place.
- The SCRD Board offers the opportunity for Woodfibre Natural Gas Ltd representatives to meet with Directors at a future Planning and Development Committee meeting and directs staff to arrange this.
- The SCRD may make additional comments during the EA as more information is made available.

CARRIED

BYLAWS

Bylaw 310.153 **It was moved and seconded**

140/14 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.153, 2013” be read a second time.

Director Shugar opposed

CARRIED

Bylaw 337.108 **It was moved and seconded**

141/14 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 337.108, 2013” be read a second time.

Director Shugar opposed

CARRIED

Public Hearing **It was moved and seconded**

142/14 THAT a public hearing concerning Bylaw No. 310.153 and 337.108 be scheduled for 7:00 p.m, Tuesday, March 11, 2014 in the Boardroom of the Sunshine Coast Regional District, located at 1975 Field Road, Sechelt, B.C.;

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

CARRIED

Bylaw 310.154 **It was moved and seconded**

143/14 THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.154, 2014” be read a second time.

CARRIED

Public Hearing **It was moved and seconded**

144/14 THAT a public hearing concerning Bylaw No. 310.154 be scheduled for 7:00 pm, Wednesday March 12, 2014 at Eric Cardinall Hall, located at 930 Chamberlin Road in West Howe Sound, BC;

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

CARRIED

Bylaw 1058.1 **It was moved and seconded**

145/14 THAT third reading of “Community Recreation Facilities Service Amendment Bylaw No. 1058.1, 2014” be rescinded.

CARRIED

Bylaw 1058.1 **It was moved and seconded**

146/14 THAT “Community Recreation Facilities Service Amendment Bylaw No. 1058.1, 2014” be read a second time as amended.

Director Lewis opposed

CARRIED

Bylaw 1058.1 **It was moved and seconded**

147/14 THAT “Community Recreation Facilities Service Amendment Bylaw No. 1058.1, 2014” be read a third time.

Director Lewis opposed

CARRIED

NEW BUSINESS

BC Ferries Protest **It was moved and seconded**

148/14 THAT travel expenses be paid for Directors attending the BC Ferries protest in Victoria on March 11, 2014.

CARRIED

Chair Nohr provided a verbal report regarding hosting a reception for the newly elected SIB Council in recognition of our collaborative work together and to introduce the newly elected SIB Council to SCRD Directors.

SIB Reception **It was moved and seconded**

149/14 THAT the staff organize a reception, at Field Road or another location, for SCRD Directors and the newly elected SIB Council once they are sworn into office.

CARRIED

The Board moved In Camera at 9:18 p.m.

IN CAMERA

It was moved and seconded

150/14

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a), (c), (e), (i) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 9:34 p.m.

Organics Program

It was moved and seconded

151/14

THAT staff invite the District of Sechelt staff and Council to discuss potential collaboration for the organics program.

CARRIED

ADJOURNMENT

It was moved and seconded

152/14

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 9:35 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

SCRD STAFF REPORT

DATE: March 7, 2014
TO: Regular Board – March 13, 2014
FROM: John France – Chief Administrative Officer
RE: **CHIEF ADMINISTRATIVE OFFICER’S REPORT**

RECOMMENDATION

That the Board receives this report for information:

This report provides information on major projects and issues recently worked on. If the Board has any questions on the content, I would be pleased to respond.

- **Chekwap:**
The service agreement process is ongoing and slow. Meeting dates continue to be an issue. They have provided us with a draft proposal. A Joint Board to Council meeting with the Squamish Nation is scheduled for 9:30 am Wednesday, March 5th.
- **Protocol Agreement with Squamish Nation:**
 - Staff will be consulting with shíshálh Nation and Squamish Nation to arrange a Community-to-Community Forum in spring 2014
 - SCRD Board and Squamish Nation Council meeting on March 5
 - SCRD and shíshálh Nation staff have drafted an engagement process and once finalized it will form the basis for discussion with Squamish Nation staff regarding engagement.
- **Economic Development:**
Joint meeting planned to discuss Economic Development region-wide to identify and create economic development joint opportunities.
 - ICET has advised that the completion date is May 2014. Staff have contacted a facilitator and meeting dates are being set up.
 - **Scheduled Saturday, April 26th and looking for a second date** for the Regional Economic Development Workshops. Facilitator contacted and venues still to be arranged for these workshops.
- **Personnel Issues:**
Considerable time spent on personnel issues with Board related issues.
- **Printed Paper and Packaging**
Next step: confirm services to be offered by Depots with Board and begin negotiation with depot contractors. **Staff doing further work on timeline and financial implications of depot service, to ISC March.**

- **Solid Waste Meetings**
A Special Infrastructure Services Committee is scheduled for February 24th to review District of Sechelt's letter/proposal and next steps.
- **Marine Drive and Ruffum Road**
 - Staff have had teleconference with Ministry of Transportation and Infrastructure (MoTI) to go over design issues.
 - Meeting on February 28th with MOTI/ Sharron Goddard at the RD offices to go over design issues on Marine (Ruffum, Marine, Central). **A promising proposal has been outlined for Marine Drive, details to follow to committee.**
- **Attended:**
 - Meeting with SIGD, TOG and DOS Councils on 2014 budget (4th and 5th)
 - Meeting with VCH – Local Governance (7th)
 - SC Site Opportunities St Mary's (11th)
- **Staff connections:**
 - Manager of Parks position – review of applicants/decision made.
 - Reviewed process to hire GMCS position
 - Reviewed process to hire Chief Building Inspector position
- **Also worked on:**
 - Budget Project Status Report Template
 - Budget – prepared for Round 3

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL PLANNING AND DEVELOPMENT COMMITTEE - HILLSIDE
February 21, 2014**

MEETING NOTES FROM THE SPECIAL 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 G. Tretick
ALSO PRESENT:	CAO	J. France
	Councillor, Town of Gibsons	L. Johnson (Alt.)
	Director, Business Development, Sechelt Innovations	D. Jephcott
	GM, Planning & Development	S. Olmstead
	GM, Community Services	P. Fenwick
	Recording Secretary	D. Corbett

CALL TO ORDER 1:35 p.m.

AGENDA The agenda was adopted.

PETITIONS AND DELEGATIONS

General Manager of Planning and Development Steve Olmstead outlined events leading up to this meeting. Directors had agreed to seek the advice of Mr. John Jansen to help get a perspective on potential development at Hillside Industrial Park. Mr. Olmstead and Mr. Jansen had toured the site in the morning prior to the meeting.

John Jansen, President and Director–Special Projects, Chilliwack Economic Partners Corporation addressed the Committee regarding his experience setting up a development corporation and commented on economic development at Hillside Industrial Park.

Points mentioned by Mr. Jansen on setting up a development corporation in Chilliwack included:

- *Was set up to look at how to do economic development from a business focus perspective and get the business community together to realize opportunities, focus on job creation and increasing the intensity of economic development – to help and facilitate business,*

with a business-to-business approach.

- *Start up cost was \$650,000. Costs: organizing, advertising, brochures, websites.*
- *Regarding transparency: There is a concern about releasing confidential information about what the corporation wants to do. It isn't a public disclosure because you have to be careful with it. The corporation's books are consolidated with the city books; city council sees the statements every month. The Mayor, CEO, and Councilor are sitting as liaison persons. The public sees what has been done.*
- *Sharing information with Council would be in camera.*
- *Development corporation has a governance committee that looks at policy.*
- *Regarding policy setting: Planning sessions are held with Chilliwack Council. There is a strong liaison that communicates what the city's priorities and sensitivities are. It is an opportunity to discuss things the community will do in the future.*
- *Board:*
 - *Have 10 At-Large members (from the community), one rep from University of Fraser Valley, Business Improvement Association, Chamber of Commerce, two lawyers.*
 - *Two-year term: City council appoints board members. Nominations are received from the Nominations Committee. The Board would nominate these people to sit on the Board. Board would review those, say yay or nay regarding appointments.*

Regarding the Hillside site, Mr. Jansen remarked:

- *Think about how you are going to market that, and plan for it in terms of recognizing what the market needs. It will rely on knowledge of people in the business community.*
- *Maybe look in more detail to form a development corporation comprised of business people. It is an opportunity to partner together to focus on economic development.*
- *It will take time for revenue to be realized from the property.*
- *The property has tremendous ocean access, tremendous opportunity in the wood fibre market, maybe LNG. There are challenges and opportunities. Can we create that area as an economic driver for the whole region?*
- *Try to sit down with existing businesses, try to understand what their long term plans are.*

Regarding a development corporation, Mr. Jansen mentioned the following:

- *Recommend looking at model of setting up a corporation under the Companies Act. The shareholder would be the Regional District. Board members cannot be voting members of that, only a liaison.*
- *As shareholder, the Regional District could choose to dissolve the company.*
- *The different communities could try to help with a business plan and promote the entire area. Get a website set up, and show opportunities, what you have to market.*
- *There are better opportunities if the development corporation is housed in a location separate from a government office.*
- *Focus should be on the organization trying to get money back in terms of economic development for the Regional District.*
- *Process to move from idea to actuality: Corporation sets up a business plan; develops plan for marketing, property configuration. Corporation comes back to Regional District board and shows marketing plan for the area, and targeted marketing (technology, food*

processing, etc.) and requests feedback from directors.

- *Regarding business retention and expansion: Visit businesses in the community; ask about how it's going, what are your plans, need assistance with a marketing plan, targeted marketing plan.*
- *The corporation would only need a few people.*
- *You need to communicate with (the various) communities. Each area is different. Communicate, sit down with them, look at how can we work together. You keep on going and looking at opportunities. Council members may tell us what to look at in more detail. That is how it works. See how to work collaboratively to promote assets.*
- *Recommendation: that the SCRCD initially focus on the Hillside project, and dovetail with the other economic development organizations on the coast.*
- *Incubator model for young people: You can mentor them. We are looking at downtown revitalizations.*
- *Regarding ongoing control on operations: You have to set parameters, but they can't be so restrictive that it becomes an arm of the political body.*
- *In terms of borrowing: If you have assets, you could arrange for a line of credit from banks that would not involve the local government. If you transfer assets to the corporation, the corporation could use that to attain some borrowing.*
- *If the (local government) guarantees the debt of this new corporation, it will in turn have to get something from the business to offset the favor of assisting the business.*
- *You will find with this model a lot of sensitivity to the shareholder by the Board, and what the shareholder wants.*
- *Look at your assets and identify your opportunities. Realize what you have, opportunities, and how to market that.*
- *It needs a real business focus, someone who can sit down with Ministry of Fisheries, Ministry of Environment. You have to sit down with those people, create some concepts. Go through the process, get partners involved, look at a focused target you want to do.*

Directors posed questions to Mr. Jansen and commented on the idea of a development corporation.

- *Like the idea of spinning out other businesses. What other businesses can we do?*
- *This model would help us stay flying in same direction.*
- *Another piece that would be helpful to business: help business facilitate issues that come up in the municipalities. Help businesses get information they need to make a decision.*
- *Issue of transparency*
- *The way to keep it on track is have a charter, values and principles, and the company runs according to the principles, with constant communication and liaison. The importance of a charter, values and principles – the umbrella – is to have comfort regarding what they are doing without transparency.*
- *Challenge of the complexity of this region in terms of communicating about and knowing what is going on.*
- *We have incredible natural capital here. Example of Haida Gwaii Education Society economic development project. Capilano University has limited programming and no residential component.*

- *Defining success is key.*

Points from discussion on existing economic development organizations on the coast:

- *Gibsons Landing Harbour Authority –*
 - *Has liaison with the Town of Gibsons, non-voting.*
 - *Key: constant communication between political and corporate bodies, daily information exchange.*
 - *The Board of the corporate entity selects the board on the basis of skills sets and strengths. Gibsons Landing Harbour Authority is like running a small corporate business of the harbour.*
 - *Would be important that it is part of the economic strategy for the whole coast but still run company for its own purposes.*
 - *Board has 7 directors and a liaison. They come to Council with a plan for harbor expansion. Gets endorsed through a public consultation process usually.*
 - *Current struggle with the Harbour Authority: can't borrow. Want to do expansion. They have to work with the Town and Small Crafts and Harbour. In the past, GLHA has worked with federal government. There is an opportunity because there is a waiting list of people who want to work on boats but can't find moorage.*
- *Sechelt Innovations Ltd.*
 - *Corporation for economic development, sales, marketing of Sechelt.*
 - *\$300,000 initially for first year. Funding for this year 100,000?*
 - *Corporation has maximum 9 board members. Sechelt Council is involved as a separate committee (3), goes to the community, gets information from various sectors of people who'd be willing to put time in on the Board. Filled 7 positions, left 2 vacant.*
 - *They are putting together their own governance, marketing and business plans. Come to Council quarterly. The corporation can borrow; had to partner with Council.*
- *Tsainko Development Corporation*
 - *Owns Sechelt mall, logging operations, IPPs. Integrates funds with First Nations funding sources.*
 - *Part of it is building in the skills development for the young people, and restoring fish (values and principles).*

The Committee thanked Mr. Jansen for his visit.

The Mr. Jansen left the meeting and Committee recessed at 2:55 p.m.

Committee resumed at 3:03 p.m.

IN CAMERA

The Committee moved to In Camera at 3:03 p.m.

That the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (e) of the Community Charter – “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.”

The Committee moved out of In Camera at 3:35 p.m.

ADJOURNMENT 3:36 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
SOLID WASTE MANAGEMENT SERVICE REVIEW COMMITTEE**

February 24, 2014

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT SERVICE REVIEW COMMITTEE MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	G. Nohr
	Directors	D. Shugar F. Mauro L. Lewis
	Town of Gibsons Representative	W. Rowe
	District of Sechelt Representative	D. Siegers
ALSO PRESENT:	Chief Administrative Officer, SCRD	J. France
	Chief of Innovation & Growth, District of Sechelt	R. Buchhorn
	Chief Financial Officer	V. Mema
	Sechelt Indian Government District	D. Hill
	Manager, Legislative Service, SCRD	A. Legault
	General Manager, Infrastructure Services	B. Shoji
	Manager Waste Reduction & Recovery	J. Valeriotte
	Recording Secretary	T. Hincks

CALL TO ORDER 1:06 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

The Service Review meeting minutes of December 14, 2012 were received.

INTRODUCTIONS

Introductions were made around the table.

IN CAMERA

The Service Review Committee moved In-Camera at 1:10 p.m.

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

The Committee moved out of In-Camera at 1:56 p.m.

ADJOURNMENT 1:56 p.m.

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

February 27, 2014

RECOMMENDATIONS FROM THE CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE REGIONAL DISTRICT OFFICE AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	G. Tretick
	Directors	D. Shugar G. Nohr F. Mauro L. Lewis D. Hockley (Alt.) G. Feschuk
ALSO PRESENT:	Chief Administrative Officer	J. France
	Treasurer	T. Perreault
	Manager, Legislative Services	A. Legault
	Manager, Financial Services	J. Day
	Recording Secretary	T. Crosby
	Media	1
	Public	0

CALL TO ORDER 1:33 p.m.

AGENDA The agenda was adopted as amended.

REPORTS

Recommendation No. 1 *December 2013 Director Constituency and Travel Expenses*

The Corporate and Administrative Services Committee recommended that the Accounts Payable Technician's report titled "December 2013 Director Constituency and Travel Expenses" be received.

Recommendation No. 2 *Contracts between \$20,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the Purchasing Officer and Risk Manager's report titled "Contracts between \$20,000 and \$100,000 – to February 11, 2014" be received.

Recommendation No. 3 *Provincial Per Capita for Public Library Operating Costs*

The Corporate and Administrative Services Committee recommended that the Treasurer and Administrative Assistant, Corporate Services' report titled "Provincial Per Capita for Public Library Operating Costs" be received;

AND THAT a letter be sent to the Libraries and Literacy Branch of the Ministry of Education requesting that consideration be given to including the entire population of Area A in determining Provincial per capita operating grants per the 2011 Census for the Sechelt Public Library;

AND FURTHER THAT the letter request the service agreements with local governments which determine the boundaries for service areas and an explanation of how the served and unserved portions, based on the Boundaries supplied by local government, are determined by BC Stats.

Recommendation No. 4 *Parcel Tax Roll Review Panel*

The Corporate and Administrative Services Committee recommended that the Acting Manager, Financial Services' report titled "Parcel Tax Roll Review Panel" be received;

AND THAT Director Lewis, Director Shugar and Director Nohr be appointed to the Parcel Tax Roll Review Panel;

AND THAT the Parcel Tax Roll Review Panel be scheduled for March 13, 2014 at 1:00 p.m. at the Sunshine Coast Regional District (SCRD) Field Road Office Board Room;

AND FURTHER THAT the Treasurer be appointed the Collector for the SCR D.

Recommendation No. 5 *Capital Assets vs. Non-Capital Assets (Operating)*

The Corporate and Administrative Services Committee recommended that the Treasurer's report titled "Capital Assets vs. Non-Capital Assets (Operating)" be received.

Recommendation No. 6 *Citizen Survey*

The Corporate and Administrative Services Committee recommended that the Manager, Legislative Services' report titled "Citizen Survey" be received;

AND THAT the Budget Proposal 4 for a Citizen Survey be deferred to 2015 Financial Plan decisions.

Director Hockley opposed.

Recommendation No. 7 *Rationale for Bicycle / Walking Paths Taxation Method*

The Corporate and Administrative Services Committee recommended that the Manager, Legislative Services report titled "Rationale for Bicycle / Walking Paths Taxation Method" be received;

AND THAT staff report to a future Corporate and Administrative Services Committee meeting regarding the implications to taxation by area for amending the Bicycle / Walking Path functions establishment bylaw from ad valorem on improvements only to ad valorem on improvements and land value.

Recommendation No. 8 *Community Recreation Requisition Limit*

The Corporate and Administrative Services Committee recommended that the Treasurer's verbal report concerning the Community Recreation Facility service tax requisition limit be received;

AND THAT Section 6(a) of Community Recreation Facilities Service Amendment Bylaw No. 1058.1 be revised to \$7,056,746;

AND THAT Section 6(b) of Bylaw 1058.1 reflect an increase of 21% to \$1.15/\$1,000 assessment;

AND THAT Bylaw 1058.1 be forwarded to the February 27, 2014 Board meeting for consideration of rescinding third reading;

AND FURTHER THAT the Board consider giving Bylaw 1058.1 second reading as amended and third reading.

Recommendation No. 9 *Community Recreation Requisition Limit Communication Strategy*

The Corporate and Administrative Services Committee recommended that a Public Communication Package be prepared to explain the Community Recreation Requisition Limit increase and provide a description of the Community Recreation function and listing of which Electoral Areas and Municipalities participate in this function.

Recommendation No. 10 *Woodfibre Liquefied Natural Gas (LNG) and Eagle Mountain Environmental Assessments (EA) Update*

The Corporate and Administrative Services Committee recommended that the Senior Planner's report titled "Woodfibre LNG and Eagle Mountain Environmental Assessments Update and Recent Correspondence" be received;

AND THAT the following preliminary comments be forwarded to Woodfibre Natural Gas Ltd:

- Concern about impact on electricity supply was noted by FortisBC when discussing the desire to convert the power source of existing and new compression stations to electricity for the Eagle Mountain Gas Pipeline proposal. FortisBC and BC Hydro are reviewing this. Woodfibre Natural Gas Ltd should seek confirmation from BC Hydro that the Liquefied Natural Gas (LNG) plant does not create a similar concern.
- The project description states that the workforce can only access the site via Squamish and this seems to eliminate the potential for Sunshine Coast Regional District (SCRD) residents to be employed there unless the company allows for boats (water taxis, etc.) to use other ports. The SCRD Board would like the potential for other ports to be considered for workforce use.

- Emissions, including noise and light are key issues that the SCRD Board will review during the environmental assessment (EA) as they pertain to the residents of the SCRD. An analysis of wind flow is an important aspect to consider.
- A significant issue that the SCRD Board will consider during the EA will be ship movements of LNG and steps that will be taken to ensure appropriate safety and environmental protection/clean-up measures are in place.
- The EA Office was informed that the SCRD Board expects that public meetings will take place on the Coast during the EA for this project.
- The SCRD Board is concerned that Woodfibre Natural Gas Ltd did not advertise its consultation meetings on the Coast or inform the SCRD Board ahead of time that the consultation program was taking place.
- The SCRD Board offers the opportunity for Woodfibre Natural Gas Ltd representatives to meet with Directors at a future Planning and Development Committee meeting and directs staff to arrange this.
- The SCRD may make additional comments during the EA as more information is made available.

AND THAT this recommendation be forwarded to the SCRD Board meeting of February 27, 2014 for adoption.

COMMUNICATIONS

Recommendation No. 11 *Union of British Columbia Municipalities (UBCM) – Provincial Responses to 2013 Resolutions*

The Corporate and Administrative Services Committee recommended that the correspondence from the Union of British Columbia Municipalities (UBCM) regarding Provincial Responses to 2013 Resolutions be received;

AND THAT the Provincial Response regarding 2013 B66 Bike Lanes on Provincial Road Rights of Ways be forwarded to both Sunshine Coast Regional District Parks and Recreation staff and the Transportation Committee;

AND FURTHER THAT the comment “There is no intention to transfer that responsibility to local government” be highlighted.

Recommendation No. 12 *BC Ferries Service Cuts*

The Corporate and Administrative Services Committee recommended that the correspondence from the Skeena-Queen Charlotte Regional District regarding BC Ferries Service Cuts be received.

Recommendation No. 13 *Coastal Communities Network Continuation*

The Corporate and Administrative Services Committee recommended that the correspondence from Alberni-Clayoquot Regional District regarding a request to the Association of Vancouver Island and Coastal Communities (AVICC) for a meeting regarding the continuation of the Coastal Communities Network be received;

AND THAT Chair Nohr be asked to attend a meeting of Association of Vancouver Island Coastal Communities Chairs in conjunction with the 2014 Convention regarding the continuation of the Coastal Communities Network.

Recommendation No. 14 *National Dementia Strategy*

The Corporate and Administrative Services Committee recommended that correspondence from Claude Gravelle, MP – Nickel Belt regarding National Dementia Strategy: Municipal Resolution / C-356 be received;

AND THAT a letter be drafted to the Federation of Canadian Municipalities (FCM) in support of a National Dementia Strategy.

Recommendation No. 15 *Military Service Recognition Book*

The Corporate and Administrative Services Committee recommended that the correspondence from the British Columbia / Yukon Command of the Royal Canadian Legion regarding Military Service Recognition Book be received.

Recommendation No. 16 *2014 Federation of Canadian Municipalities (FCM) Conference Registration*

The Corporate and Administrative Services Committee recommended that the correspondence from the Federation of Canadian Municipalities (FCM) regarding 2014 Annual Conference Registration be received.

Recommendation No. 17 *Regional C2C Forum Funding Opportunity*

The Corporate and Administrative Services Committee recommended that the correspondence from the Union of British Columbia Municipalities regarding a Regional Community to Community (C2C) Forum Funding Opportunity be received;

AND THAT Sunshine Coast Regional District staff work with First Nations staff in our Community to develop a plan for a Community to Community forum;

AND FURTHER THAT an application be submitted for funding prior to the April 4, 2014 deadline.

ADJOURNMENT 2:53 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE
MARCH 6, 2014**

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	L. Turnbull
	Directors	G. Nohr D. Shugar L. Lewis F. Mauro G. Tretick D. Siegers G. Feschuk
ALSO PRESENT:	Chief Administrative Officer	J. France
	General Manager, Infrastructure Services	B. Shoji
	Manager Legislative Services	A. Legault (in part)
	General Manager, Community Services	P. Fenwick (in part)
	Treasurer	T. Perreault (in part)
	Manager of Waste Reduction and Recovery	J. Valeriotte
	Manager of Transit & Fleet	R. Williams (in part)
	Recording Secretary	T. Hincks
	Staff	2
	Media	1
	Public	0

CALL TO ORDER 1:30 p.m.

AGENDA The Agenda was adopted as amended.

REPORTS

Director Mauro assumed the Chair.

Discussion ensued regarding funding ports.

Recommendation No. 1 *Funding Ports*

The Infrastructure Services Committee recommended that a report on the means of mitigating financial contributions to the ports function from Areas D & E be brought forward to the April Infrastructure Services Committee.

Discussion ensued regarding the shelter replacement at Keats Landing and Vaucroft docks.

The Committee recessed at 2:01 p.m. and reconvened at 2:11 p.m.

Recommendation No. 2 *Shelter Replacement*

The Infrastructure Services Committee recommended that the topic grants-in-aid for SCRD Infrastructure be referred to the March 6, 2014 In Camera meeting under Section 90 (1) (i) of the *Community Charter* “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.”

Director Turnbull assumed the Chair.

Recommendation No. 3 *Sustainable Energy Management Plan (SEMP)*

The Infrastructure Services Committee recommended that the Sustainable Energy Management Plan, 2013 be received;

AND THAT the Sustainable Energy Management Plan be adopted.

Director Mauro assumed the Chair.

Recommendation No. 4 *Taxation of Proposed Green Waste Funding*

The Infrastructure Services Committee recommended that the Accounting Technician III’s report dated February 25, 2014 titled “Impact on Taxation of Proposed Green Waste Funding” be received.

Director Turnbull assumed the Chair.

Recommendation No. 5 *Illegal Dumping - Update*

The Infrastructure Services Committee recommended that the staff report dated February 17, 2014 titled “Illegal Dumping – Update” be received.

Recommendation No. 6 *Snow Pack*

The Infrastructure Services Committee recommended that the Manager of Utility Services’ report dated February 24, 2014 titled “Snow Pack” be received.

Recommendation No. 7 *Small Water Systems Working Group*

The Infrastructure Services Committee recommended that the General Manager Infrastructure Services’ report dated February 25, 2014 titled “UBCM Small Water Systems Working Group” be received.

The Committee recessed at 3:02 p.m. and reconvened at 3:15 p.m.

Recommendation No. 8 *Monthly Report for February 2014*

The Infrastructure Services Committee recommended that the Administrative Assistant's report titled "Monthly Report for February 2014" be received.

Director Mauro assumed the Chair.

Recommendation No. 9 *Parks Data and Work Plan*

The Infrastructure Services Committee recommended that the Parks staff report dated February 27, 2014 titled "Parks Data and Work Plan" be received;

AND THAT the two spreadsheets circulated at the meeting titled "Parks Data and Work Plan Schedule of Budget Proposals and Carry Forwards" and "2014 Parks Budget Proposals – Source of Funding" be received.

Director Turnbull assumed the Chair.

COMMUNICATIONS**Recommendation No. 10** *MMBC Expression of Interest*

The Infrastructure Services Committee recommended that the correspondence dated February 19, 2014 from UBCM regarding MMBC Committee Invites Expressions of Interest be received.

IN CAMERA

The Infrastructure Services Committee moved In-Camera at 3:29 p.m.

The public was excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* "negotiations and related discussions respecting the proposed provision of a municipal service" and (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 4:50 p.m.

ADJOURNMENT 4:50 p.m.

SUNSHINE COAST REGIONAL DISTRICT**BYLAW NO 1015.1**

A bylaw to amend *Sunnyside Street Lighting Local Service Establishment Bylaw No. 1015* to increase the requisition limit.

WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Sunnyside Street Lighting Local Service Establishment Bylaw No. 1015, 1993* to increase the maximum amount that may be raised annually for the Sunnyside Street Lighting Service;

AND WHEREAS the Director for Electoral Area E - Elphinstone has consented in writing to the adoption of this bylaw, in accordance with section 801.5(2) of the *Local Government Act*.

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 the "*Sunnyside Street Lighting Local Service Amendment Bylaw No. 1015.1, 2014*".
2. *Sunnyside Street Lighting Local Service Establishment Bylaw No. 1015, 1993* is hereby amended as follows:
 - a) Delete Section 3 in its entirety and replace with a new Section 3 as follows:
 3. In accordance with section 800.1(1)(e) of the *Local Government Act*, the maximum annual amount that may be requisitioned for the cost of the Service is the greater, at the time of requisition, of:
 - (a) \$1,400 Dollars; or
 - (b) A property value tax rate of \$0.14/\$1000 applied to the net taxable value of land and improvements in the Service Area.

READ A FIRST TIME this 9th day of January, 2014

READ A SECOND TIME this 9th day of January, 2014

READ A THIRD TIME this 9th day of January, 2014

APPROVED BY THE INSPECTOR OF MUNICIPALITIES
 this 6th day of February, 2014

ADOPTED this 13th day of March, 2014

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 1083

**A bylaw to convert the function of Hydaway Road
Street Lighting Specified Area to a Service**

WHEREAS under section 774.2(3) of the *Local Government Act*, a regional district exercising a power to provide a service other than a general service, may adopt a bylaw respecting that service which converts the service to one exercised under the authority of a bylaw establishing the service, and which:

- (a) meets the requirements of section 800.1 [required content] for an establishing bylaw, and
- (b) is adopted in accordance with section 802 [amendment or repeal of establishing bylaw] as if it were a bylaw amending an establishing bylaw.

AND WHEREAS pursuant to Section 774.2(4) of the *Local Government Act*, a Regional District must adopt a bylaw under subsection (3) in relation to a continued service if any changes are made to the service area, participants, method of cost recovery or apportionment of costs in relation to the service;

AND WHEREAS the Board of the Sunshine Coast Regional District established the Hydaway Road Street Lighting Specified Area by Bylaw No. 290, cited as "*Hydaway Road Street Lighting Specified Area Bylaw No. 290*", for the purpose of establishing a street lighting specified area within a portion of Electoral Area "B" – Halfmoon Bay;

AND WHEREAS the Board now wishes to convert the Hydaway Road Street Lighting Specified Area to a service and to amend the maximum rate that may be levied annually;

AND WHEREAS the Director for Electoral Area B – Halfmoon Bay has consented in writing to the adoption of this bylaw, in accordance with section 801.5(2) of the *Local Government Act*.

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

1. This bylaw may be cited as the "Hydaway Road Street Lighting Service Establishment Bylaw No. 1083, 2014".
2. The specified area for Street Lighting created under "*Hydaway Road Street Lighting Specified Area Bylaw No. 290*" is hereby established as a service to be known as the Hydaway Road street lighting service.
3. The participant in the service established under Section 2 of this Bylaw is Electoral Area "B" – Halfmoon Bay.
4. The boundaries of the service area are the boundaries of the portion of Electoral Area "B" – Halfmoon Bay, as shown on the map attached as Schedule "A" to this bylaw.

5. In accordance with Section 800.1(1)(e) of the *Local Government Act*, the maximum annual amount that may be requisitioned for the cost of the Service is the greater, at the time of requisition, of:
 - (a) \$400 Dollars; or
 - (b) A property value tax rate of \$0.03/\$1000 applied to the net taxable value of land and improvements in the Service Area.

6. The annual cost of providing the service shall be recovered by one or more of the following:
 - (a) property value tax imposed in accordance with Division 4.3 of the *Local Government Act*;
 - (b) revenues raised by other means authorized by the *Local Government Act* or another Act;
 - (c) revenues received by way of agreement, enterprises, gift, grant or otherwise.

READ A FIRST TIME this 23rd day of January, 2014

READ A SECOND TIME this 23rd day of January, 2014

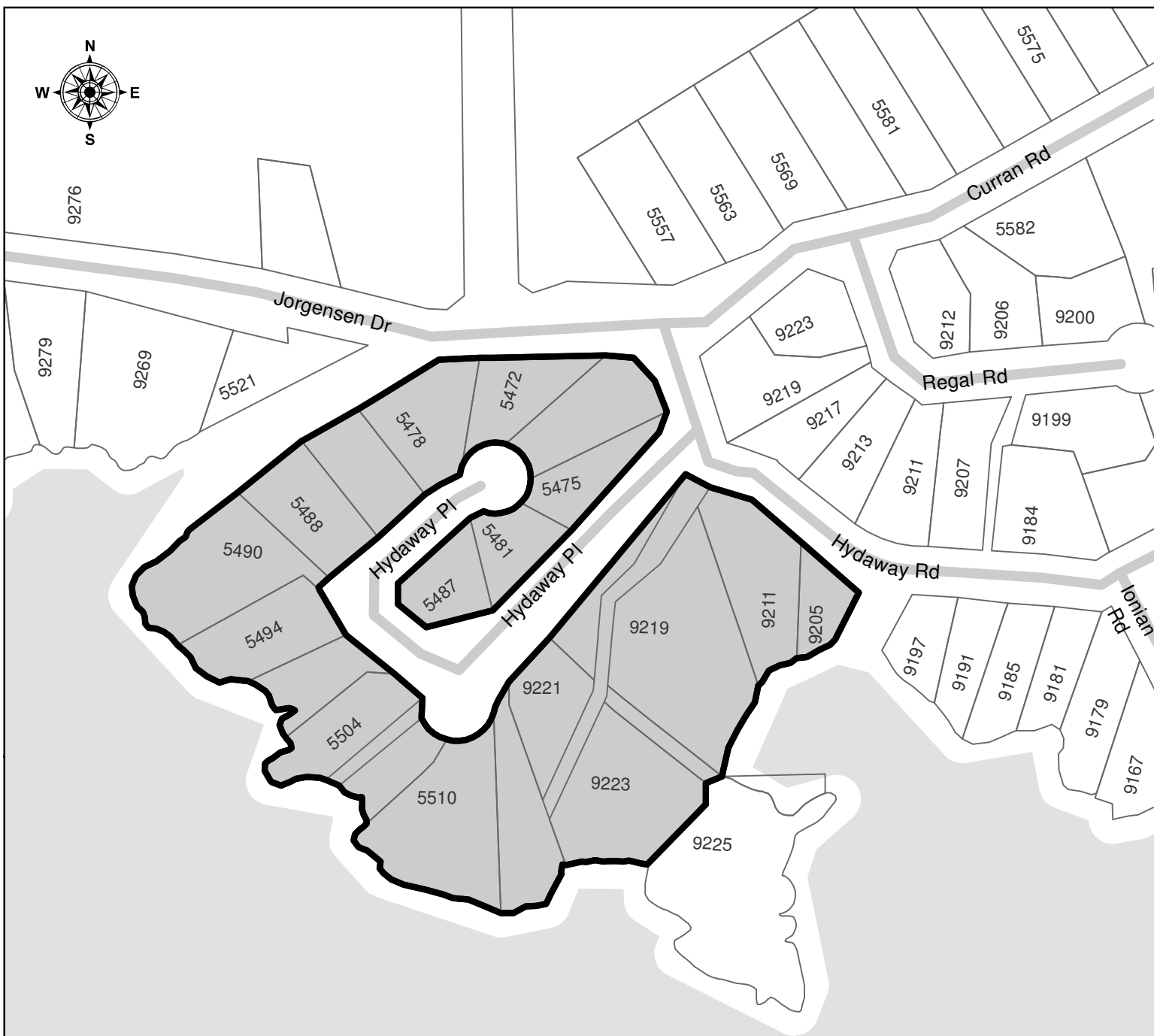
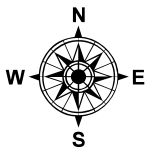
READ A THIRD TIME this 23rd day of January, 2014

APPROVED BY THE INSPECTOR OF MUNICIPALITIES
 this 27th day of February, 2014

ADOPTED this 13th day of March, 2014

Corporate Officer

Chair






Sunshine Coast Regional District
Hydaway Road Street Lighting
 Service Establishment Bylaw No. 1083, 2014

Chair

Corporate Officer



Legend

-  Roads
-  Parcel Boundaries
-  Hydaway Street Lighting