



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, NOVEMBER 9, 2017

AGENDA

CALL TO ORDER 1:30 p.m.

ELECTION OF THE CHAIR FOR 2018 (*Corporate Officer presiding*)

ELECTION OF THE VICE CHAIR FOR 2018 (*Newly elected Chair presiding*)

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of October 26, 2017 Annex A
Pages 1-8
3. Special Board meeting minutes of October 29, 2017 Annex B
pp 9-10

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PETITIONS AND DELEGATIONS

COMMUNICATIONS

REPORTS

4. Directors' Reports Verbal
5. Corporate and Administrative Services Committee recommendation
Nos. 1-11 of October 26, 2017 Annex C
pp 11-13

MOTIONS

BYLAWS

6. *Sakinaw Ridge Community Sewage Treatment System Service
Establishing Bylaw No. 1087, 2017 – first, second and third reading
(Voting – All Directors – 1 vote each)* Annex D
pp 14-16

7. *Sunshine Coast Regional District Dog Regulation and Impounding
Amendment Bylaw No. 376.8, 2017*
– **first, second, third reading and adoption**
(Voting – Participants – weighted vote: B-2, D-2, E-2, F-2, SIGD-1)

Annex E
p 17

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) and (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

ADJOURNMENT

UPCOMING MEETING DATES (TO NOVEMBER 30, 2017)

SCRD Board, Committee, and Advisory Committee Meetings

Planning and Community Development Committee	November 9 at 9:30 a.m.
Regular Board (election of the Board Chair and Vice Chair)	November 9 at 1:30 p.m.
Area D Advisory Planning Commission (APC)	November 20 at 7:00 p.m.
Area E Advisory Planning Commission (APC)	November 22 at 7:00 p.m.
Corporate and Administrative Services Committee	November 23 at 9:30 a.m.
Regular Board	November 23 at 1:30 p.m.
Area B Advisory Planning Commission (APC)	November 28 at 7:00 p.m.
Area F Advisory Planning Commission (APC)	November 28 at 7:00 p.m.
Regional Hospital District	November 29 at 9:30 a.m.
Area A Advisory Planning Commission (APC)	November 29 at 7:00 p.m.
Special Corporate and Administrative Services Committee (Pre-Budget)	November 30 at 9:30 a.m.

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

Public Hearing for Bylaw 310.168 (Fitchett Road)	November 7
Recycle BC Consultation/Workshops – New Westminster	November 15-16
Comprehensive Regional Water Master Plan Information Session for Elected Officials	November 21
Affordable Housing Public Information Meeting (Electoral Areas A and B)	November 22
Affordable Housing Public Information Meeting (Electoral Areas E and F)	November 23
Intergovernmental Meeting	November 27
Affordable Housing Public Information Meeting (Electoral Area D)	November 28

Please note: Meeting dates are current as of print date (November 3, 2017).



SUNSHINE COAST REGIONAL DISTRICT

October 26, 2017

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 K. Julius M. Lebbell L. Lewis D. Inkster J. Valeriotte I. Winn
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	Sr Mgr, Administration and Legislative Services	A. Legault
	GM, Corporate Services / Chief Financial Officer	T. Perreault
	GM, Planning and Community Development	I. Hall
	Sr Mgr, Human Resources	G. Parker (part)
	Chief Building Official	A. Whittleton (part)
	Deputy Corporate Officer / Recorder	S. Reid
	Media	2
	Public	2

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

296/17 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes It was moved and seconded

297/17 THAT the Regular Board meeting minutes of October 12, 2017 be adopted as presented.

CARRIED

REPORTS**Directors' Reports**

Directors provided a verbal report of their activities.

CAO Report **It was moved and seconded**

298/17 THAT the Chief Administrative Officer's report be received for information.

CARRIED

The Senior Manager, Human Resources, announced that the SCRD was the recipient of the North American Occupational Safety and Health (NAOSH) Week award for Most Innovative Activity for SCRD's 2017 NAOSH Week video submission. The award will be presented at the NAOSH 2017 Awards Luncheon on November 28th.

Planning **It was moved and seconded**

299/17 THAT Planning and Community Development Committee recommendation Nos. 1-7, 9 and 12-18 of October 12, 2017 be received, adopted and acted upon as follows:

Recommendation No. 1 *Planning & Community Development
Department 2017 Q3 Report*

THAT the report titled Planning and Community Development Department - 2017 Q3 Report be received.

Recommendation No. 2 *Sunshine Coast Search and Rescue
Association Lease*

THAT the report titled Sunshine Coast Search and Rescue Association Lease be received;

AND THAT the Sunshine Coast Search and Rescue Association receive confirmation of intent to support an amendment to the existing lease to increase the duration beyond the ten years required for the purpose of Community Gaming Grant;

AND FURTHER THAT staff report to a future Committee on the recommended terms of the new lease.

Recommendation No. 3 *Roberts Creek Official Community Plan
Amendment Bylaw No. 641.7, 2017 and Zoning Amendment Bylaw No.
310.172, 2017*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.7, 2017 and Zoning Amendment Bylaw No. 310.172, 2017 for an Artisan Craft Distillery – Public Hearing Report and Consideration for Third Reading be received;

299/17 cont.

AND THAT the *Roberts Creek Official Community Plan Amendment Bylaw No. 641.7, 2017* be forwarded to the Board for Third Reading;

AND THAT the *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.172, 2017* as amended be forwarded to the Board for Third Reading;

AND FURTHER THAT prior to consideration of adoption of Bylaw No. 641.7, 2017 and Bylaw No. 310.172, 2017 the following conditions be met:

- a. A pull-out area adjacent to 2041 Porter Road to be constructed on the south side of Porter Road and approved by the Ministry of Transportation and Infrastructure.
- b. A Provincial water license under the *Water Sustainability Act* for industrial use of water by the distillery be granted to the subject property owner.
- c. A covenant be signed by the subject property owner and the SCRDC that includes the requirement that the tasting / retail room shall not operate earlier than 10 a.m. or later than 7 p.m. daily.

Recommendation No. 4 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017 (Gibsons Ready Mix, Gilmour Road)*

THAT the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017 (Gibsons Ready Mix, Gilmour Road) - Electoral Area E be received;

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

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017* be referred to the following agencies:

- (1) Skwxwú7mesh Nation;
- (2) Ministry of Transportation and Infrastructure;
- (3) Gibsons and District Volunteer Fire Department;
- (4) Elphinstone Advisory Planning Commission; and
- (5) BC Hydro;

AND FURTHER THAT a public information meeting be held prior to consideration of Second Reading.

Recommendation No. 5 *Development Variance Permit Application DVP00018 (Lanteigne)*

THAT the report titled Development Variance Permit Application DVP00018 (Lanteigne) - Area F be received;

299/17 cont.

AND THAT Development Variance Permit Application DVP00018 to vary the maximum floor area ratio for buildings from 30% to 42%, as per Section 501(1) of Zoning Bylaw No. 310, 1987, be issued.

Recommendation No. 6 *Development Variance Permit Application DVP00019 (Holt)*

THAT the report titled Development Variance Permit Application DVP00019 (Holt) - Area B be received;

AND THAT Development Variance Permit Application DVP00019 to vary the front parcel line setback from 5.0 metres to 0 metres, as per Section 601.4(1) of Zoning Bylaw No. 310, 1987, be issued subject to:

1. Obtaining permission from the Ministry of Transportation and Infrastructure for the construction of a roofed structure within the road right of way.

Recommendation No. 7 *Agricultural Land Commission Referral 56414 (Osler)*

THAT the report titled Agricultural Land Commission Referral for Inclusion in the Agricultural Land Reserve (Osler) – Electoral Area D be received;

AND THAT the SCRD forward comments on Agricultural Land Commission application 56414 (ALR00006) for inclusion in the Agricultural Land Reserve to the Agricultural Land Commission as follows:

a. SCRD supports the application as it is aligned with the Roberts Creek Official Community Plan and Zoning Bylaw.

Recommendation No. 9 *Correspondence Regarding Provincial Referral 2411785 for Commercial Recreation*

THAT the correspondence from Linda Williams regarding Application for Lease of Recreational Land in Vicinity of Mt. Richardson Park dated September 10, 2017 be received for information.

Recommendation No. 12 *Provincial Referral 2411929: Tour of Capstone Infrastructure Corporation facilities*

THAT staff contact Capstone Infrastructure Corporation to organize a tour of the facilities at Salmon Inlet for the Electoral Area B Advisory Planning Commission members;

AND THAT SCRD Electoral Area Directors be notified of opportunities to join the tour.

Recommendation No. 13 *Parks Unit 1 Truck Replacement*

THAT the report titled Parks Unit 1 Truck Replacement be received;

299/17 cont.

AND THAT Parks Unit 1 truck be replaced at a cost of up to \$80,500 funded \$40,000 from Community Parks [650] Capital Reserves and \$40,500 through a Municipal Finance Authority (MFA) Equipment Financing Loan;

AND THAT a loan of up to \$40,500 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of a new Parks Truck Replacement;

AND FURTHER THAT the 2017-2021 Financial Plan be amended accordingly.

Recommendation No. 14 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of September 20, 2017*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission (APC) meeting minutes of September 20, 2017 be received.

Recommendation No. 15 *Halfmoon Bay (Area B) APC Meeting Minutes of September 19, 2017*

THAT the Halfmoon Bay (Area B) Advisory Planning Commission (APC) meeting minutes of September 19, 2017 be received.

Recommendation No. 16 *Roberts Creek (Area D) APC Meeting Minutes of September 18, 2017*

THAT the Roberts Creek (Area D) Advisory Planning Commission (APC) meeting minutes of September 18, 2017 be received.

Recommendation No. 17 *Elphinstone (Area E) APC Meeting Minutes of September 13, 2017*

THAT the Elphinstone (Area E) Advisory Planning Commission (APC) meeting minutes of September 13, 2017 be received.

Recommendation No. 18 *Correspondence from Elphinstone Electors' (Community) Association regarding the Proposed Gospel Rock Development*

THAT the correspondence from Vel Anderson, Vice President, Corresponding Secretary, Elphinstone Electors' (Community) Association regarding the Proposed Gospel Rock Development dated September 18, 2017 be received.

CARRIED

Infrastructure

It was moved and seconded

300/17

THAT Infrastructure Services Committee recommendation Nos. 1-3 of October 19, 2017 be received, adopted and acted upon as follows:

300/17 cont. **Recommendation No. 1** *Groundwater Investigation to Supplement Chapman Creek Water Supply*

THAT the report titled Groundwater Investigation to Supplement Chapman Creek Water Supply be received;

AND THAT recommendations from the Groundwater Investigation to Supplement Chapman Creek Water Supply Report be brought forward to the 2018 Budget process;

AND FURTHER THAT the SCRD consult with the Town of Gibsons, District of Sechelt, and Sechelt Indian Government District regarding proposed aquifer exploration identified in the report, prior to concluding the 2018 Budget process.

Recommendation No. 2 *Terms of Reference*

THAT terms of reference for a groundwater consultation process involving local government and stakeholders be prepared for Board review.

Recommendation No. 3 *Infrastructure 3rd Quarter Report*

THAT the report titled Infrastructure Services Department 2017 3rd Quarter Report be received.

CARRIED

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

301/17 THAT the report titled Placement of Notice on Title be received;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 2, Block 16, District Lot 1316, Plan 14607, PID 007-758-111.

CARRIED

MOTIONS

Resignations **It was moved and seconded**

302/17 THAT the resignations Raquel Kolof and Brenda Thomas from the Area E Advisory Planning Commission be received.

CARRIED

BYLAWS

Bylaw 641.7 **It was moved and seconded**

303/17 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.7, 2017* be read a third time.

CARRIED

Bylaw 310.172 **It was moved and seconded**

304/17 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.172, 2017* be read a third time.

CARRIED

Bylaw 310.175 **It was moved and seconded**

305/17 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017* be read a first time.

CARRIED

The Board moved In Camera at 2:19 p.m.

IN CAMERA It was moved and seconded

306/17 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) and (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 2:23 p.m.

ADJOURNMENT It was moved and seconded

307/17 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:23 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair



SUNSHINE COAST REGIONAL DISTRICT

October 29, 2017

MINUTES OF THE SPECIAL 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	K. Julius M. Lebbell L. Lewis F. Mauro D. Inkster I. Winn J. Valeriotte (via phone)
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	GM, Corporate Services/Chief Financial Officer	T. Perreault
	Media	0
	Public	0

CALL TO ORDER 9:30 a.m.

Waive Notice **It was moved and seconded**

308/17 THAT unanimous consent be given to waive notice as required in Section 220 of the *Local Government Act* to convene a Special Board meeting on Sunday, October 29, 2016.

CARRIED UNANIMOUSLY

AGENDA It was moved and seconded

309/17 THAT the agenda for the meeting be adopted as presented.

CARRIED

The Board moved In Camera at 9:30 a.m.

IN CAMERA It was moved and seconded

310/17 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements.

CARRIED

The Board moved out of In Camera at 9:45 a.m.

ADJOURNMENT It was moved and seconded

311/17 THAT the Special Board meeting be adjourned.

CARRIED

The meeting adjourned at 9:45 a.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

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

October 26, 2017

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

PRESENT:	Chair	I. Winn
	Directors	F. Mauro G. Nohr M. Lebbell J. Valeriote L. Lewis D. Inkster K. Julius
ALSO PRESENT:	Chief Administrative Officer	J. Loveys
	G.M., Corporate Services / Chief Financial Officer	T. Perreault
	Sr. Mgr., Administration and Legislative Services	A. Legault
	G.M., Planning and Community Development	I. Hall (part)
	Administrative Assistant / Recorder	T. Crosby
	Media	2
	Public	0

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended.

Director Inkster joined the meeting at 9:32 a.m.

REPORTS

Recommendation No. 1 *2018 Meeting Schedule*

The Corporate and Administrative Services Committee recommended that the report titled 2018 Meeting Schedule be received;

AND THAT the 2018 Meeting Schedule be adopted as presented.

Recommendation No. 2 *Board Composition and Voting Strength*

The Corporate and Administrative Services Committee recommended that the report titled Board Compensation and Voting Strength Resulting from Certified Census be received.

Recommendation No. 3 *Sakinaw Ridge Sewage Treatment System*

The Corporate and Administrative Services Committee recommended that the report titled Sakinaw Ridge Sewage Treatment System be received;

AND THAT *Sakinaw Ridge Community Sewage Treatment System Service Establishing Bylaw No. 1087, 2017* be forwarded to the Board for three readings.

Recommendation No. 4 *Boarding Fees for Impounded Dogs*

The Corporate and Administrative Services Committee recommended that the report titled Boarding Fees for Impounded Dogs be received;

AND THAT *SCRD Dog Regulation and Impounding Bylaw No. 376* be amended to increase the board fee for impounded dogs to \$30 per day or part thereof.

Recommendation No. 5 *Corporate General Ledger Budget Variance Report*

The Corporate and Administrative Services Committee recommended that the report titled Corporate General Ledger Budget Variance Report for Period Ending September 30, 2017 be received for information.

Recommendation No. 6 *Regional Solid Waste [350-352] Variance Report*

The Corporate and Administrative Services Committee recommended that the report titled Regional Solid Waste [350-352] Variance Reporting for Period Ending September 30, 2017 be received for information.

Recommendation No. 7 *Recreation Facilities [615] Variance Report*

The Corporate and Administrative Services Committee recommended that the report titled Recreation Facilities [615] Variance Reporting for Period Ending September 30, 2017 be received for information.

Recommendation No. 8 *Building Inspection [520] Variance Report*

The Corporate and Administrative Services Committee recommended that the report titled Building Inspection [520] Variance Reporting for Period Ending September 30, 2017 be received for information.

Recommendation No. 9 *Public Transit [310] Variance Report*

The Corporate and Administrative Services Committee recommended that the report titled Public Transit [310] Variance Reporting for Period Ending September 30, 2017 be received for information.

Recommendation No. 10 *Investments and Reserves*

The Corporate and Administrative Services Committee recommended that the report titled Investments and Reserves as at September 30, 2017 be received for information.

COMMUNICATIONS**Recommendation No. 11** *Community Excellence Award for “Best Practices, Excellence in Financial Stewardship”*

The Corporate and Administrative Services Committee recommended that the correspondence from the Municipal Finance Authority of BC regarding the Sunshine Coast Regional District’s Honourable Mention for the inaugural Union of British Columbia Municipalities Community Excellence Award for “Best Practices, Excellence in Financial Stewardship” be received.

The Chair presented the Sunshine Coast Regional District’s Honourable Mention for the inaugural Union of British Columbia Municipalities Community Excellence Award for “Best Practices, Excellence in Financial Stewardship” to the Chief Financial Officer.

IN CAMERA

The Committee moved In-Camera at 10:23 a.m.

The Committee recessed at 10:24 a.m. and reconvened at 10:27 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90(1) (e) and (k) 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” and “negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

The Committee moved out of In Camera at 12:27 p.m.

ADJOURNMENT 12:27 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT**BYLAW NO. 1087****A bylaw to establish a service for the purpose of operation and maintenance of the Sakinaw Ridge Community Sewage Treatment System**

WHEREAS the Board of the Sunshine Coast Regional District wishes to establish a service area for the Sakinaw Ridge Community Sewage Treatment System for the purpose of sewage collection, treatment and disposal within a portion of Electoral Area A – Egmont/Pender Harbour;

AND WHEREAS the Director for Electoral Area A – Egmont / Pender Harbour has consented to the adoption of this bylaw;

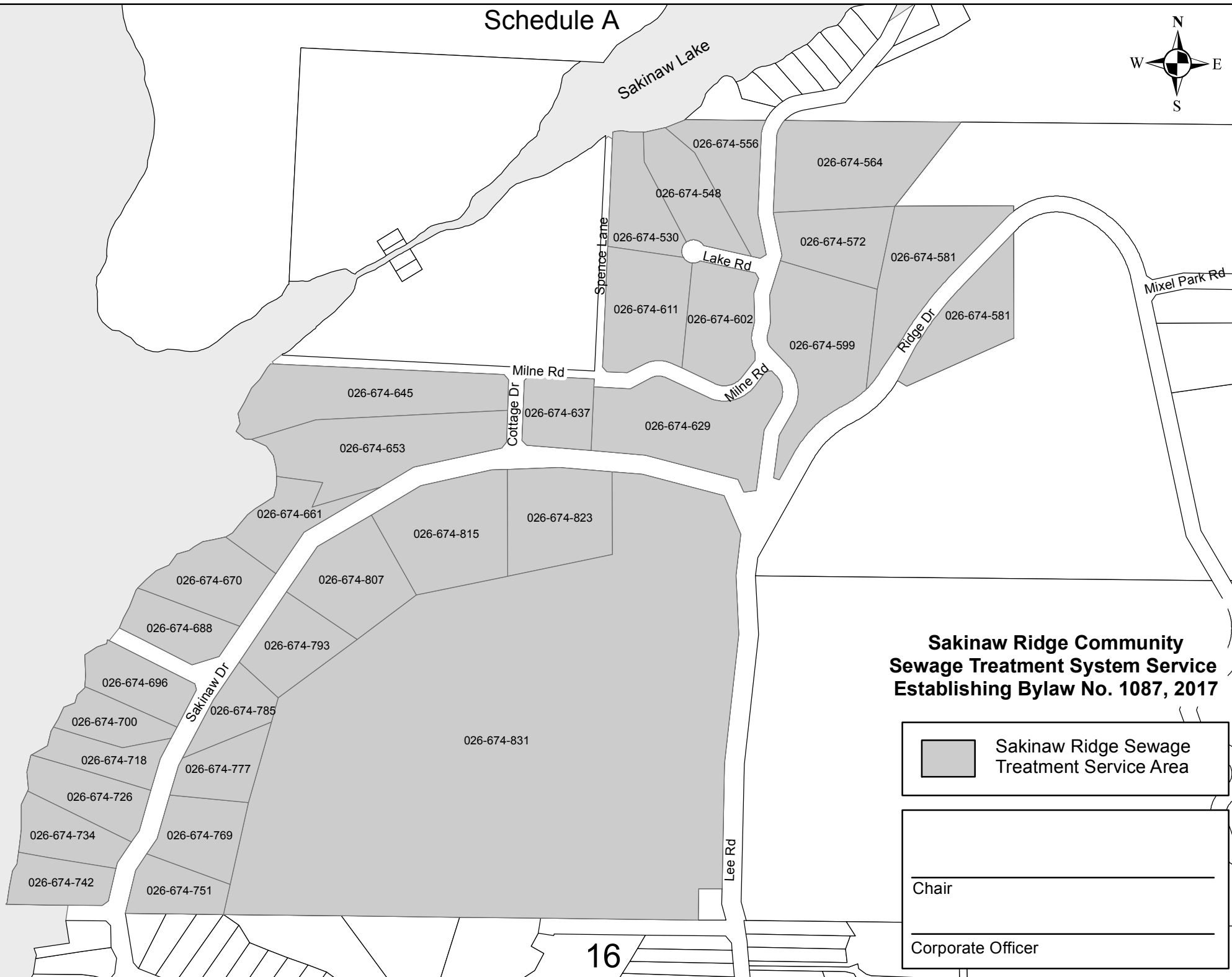
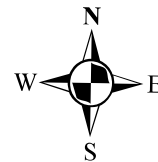
NOW THEREFORE the Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as *Sakinaw Ridge Community Sewage Treatment System Service Establishing Bylaw No. 1087, 2017*.
2. The Regional Board hereby establishes a service to provide sewage treatment services to the Sakinaw Ridge area within a portion of Electoral Area A – Egmont / Pender Harbour.
3. The boundaries of the service area are the boundaries as outlined on Schedule “A” attached to, and forming part of this bylaw.
4. The participant in the service established under Section 2 of this Bylaw is Electoral Area A – Egmont / Pender Harbour.
5. Cost Recovery

As provided for in Section 378 of the *Local Government Act*, the annual cost of providing the service will be recovered by one or more of the following:

- (a) parcel taxes imposed in accordance with Division 3 [*Requisition and Tax Collection*] of the *Local Government Act*,
- (b) fees and other charges imposed under Section 397 of the *Local Government Act*,
- (c) revenues raised by other means authorized by the *Local Government Act* or another Act;
- (d) Revenues received by way of agreement, enterprise, gift, grant or otherwise.

Schedule A



Sakinaw Ridge Community Sewage Treatment System Service Establishing Bylaw No. 1087, 2017

 Sakinaw Ridge Sewage Treatment Service Area

Chair

Corporate Officer

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 376.8

*A bylaw to amend Sunshine Coast Regional District
Dog Regulation and Impounding Bylaw No. 376, 1994*

WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Sunshine Coast Regional District Dog Regulation and Impounding Bylaw No. 376, 1994* to provide for an increase to the board fees;

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

1. This bylaw may be cited as *Sunshine Coast Regional District Dog Regulation and Impounding Amendment Bylaw No. 376.8, 2017*.
2. *Sunshine Coast Regional District Dog Regulation and Impounding Bylaw 376, 1994* is hereby amended as follows:
 - (a) Schedule "A" - Section 2. Impoundment Fees, sub-section (C) is deleted and replaced with the following:

(C) Board fees per day or part thereof for the time such dog was impounded. \$30.00

READ A FIRST TIME	this	9 th	day of	November, 2017
READ A SECOND TIME	this	9 th	day of	November, 2017
READ A THIRD TIME	this	9 th	day of	November, 2017
ADOPTED	this	9 th	day of	November, 2017

CORPORATE OFFICER

CHAIR