



# 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, JULY 23, 2020

### AMENDED AGENDA

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**CALL TO ORDER 1:30 p.m.**

#### AGENDA

1. Adoption of agenda

#### MINUTES

2. Regular Board meeting minutes of July 9, 2020

Annex A  
Pages 1 – 6

#### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

#### PRESENTATIONS AND DELEGATIONS

#### REPORTS

3. Planning and Community Development Committee recommendation Nos. **⇒AMENDED** 1-3 and 5-23 of July 9, 2020 (*recommendation No. 4 previously adopted*) **⇒REPLACE** Annex B  
pp 7 – 13
4. Infrastructure Services Committee recommendation Nos. 1-11 of July 16, 2020 Annex C  
pp 14 – 18
- 4a. **⇒ADD** Corporate and Administrative Services Committee recommendation No. 18 of July 23, 2020 p 18a
5. Church Road Well Field Project Loan Authorization Alternative Approval Process Results – Corporate Officer **⇒ADD**  
pp 18b – c
6. Chief Administrative Officer's Report of July 23, 2020 Annex D  
p 19

#### COMMUNICATIONS

#### MOTIONS

7. THAT a Special Corporate and Administrative Services Committee meeting be scheduled for 9:30 am on Thursday, July 30, 2020;  
AND THAT a Special Board meeting be scheduled for 2:30 pm on Thursday, July 30, 2020.

**BYLAWS**

- 8. *Transit Fees and Charges Amendment Bylaw No. 626.2, 2020*  
**– first, second, third reading and adoption**  
**(Voting – Participants – weighted vote – B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)** Annex E  
pp 20 - 21
  
- 9. *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020*  
**- consideration for adoption subject to Approval of the Electors**  
**(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)** Annex F  
pp 22 - 23

**DIRECTORS’ REPORTS** Verbal

**NEW BUSINESS**

**IN CAMERA**

**⇒AMENDED** THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c), (k) and (2) (b) of the *Community Charter* – “labour relations or other employee relations”, “negotiations and related discussions 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” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.”

**ADJOURNMENT**

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

**July 9, 2020**

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

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<b>PRESENT*:</b>	Chair	District of Sechelt	A. Toth
	Directors	Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		Town of Gibsons	D. Croal
		Sechelt Indian Government District	W. Paull
<b>ALSO PRESENT*:</b>	Chief Administrative Officer		D. McKinley
	GM, Corporate Services / Chief Financial Officer		T. Perreault (part)
	Corporate Officer		S. Reid (part)
	GM, Planning and Community Development		I. Hall
	Chief Building Inspector		A. Whittleton (part)
	Manager, Recreation		G. Donn (part)
	Manager, Planning and Development		D. Pady
	Senior Planner		Y. Siao (part)
	Planner 1/Senior Planner		J. Clark (part)
	Planning Technician		L. Fyfe (part)
	Parks Planning Coordinator		S. Adams (part)
	Administrative Assistant / Recorder		A. O'Brien
	Public		27+/- (part)
	Media		0

*\*Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

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**CALL TO ORDER** 9:30 a.m.

**AGENDA** The amended agenda was adopted as presented.

**DELEGATIONS**

*Andrea Watson, Sunshine Coast Skating Club, Stuart Frizell, Sunshine Coast Minor Hockey Association and Kate Turner, Registrar presented to the Committee regarding youth returning to ice sports and requested the reopening of SCRD recreation facilities and ice sports programming for August 2020.*

**Recommendation No. 1**     *Delegation regarding Youth returning to Ice Sports*

The Planning and Community Development Committee recommended that the delegation materials from the Sunshine Coast Skating Club and Sunshine Coast Minor Hockey Association regarding Youth Returning to Ice Sports – August 2020 be received.

*The delegations for Development Variance Permit Application DVP00054 were deferred to a future Planning and Community Development Committee meeting.*

**REPORTS****Recommendation No. 2**     *Development Variance Permit Application DVP00054 (4355 Lake Road)*

The Planning and Community Development Committee recommended that the report titled Development Variance Permit Application DVP00054 (4355 Lake Road) be received;

AND THAT consideration of Development Variance Permit Application DVP00054 (4355 Lake Road) be deferred to a future Planning and Community Development Committee meeting.

**Recommendation No. 3**     *Planning and Community Development Department 2020 Q2 Report*

The Planning and Community Development Committee recommended that the report titled Planning and Community Development Department 2020 Q2 Report be received.

**Recommendation No. 4**     *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.3 and Zoning Amendment Bylaw No. 310.174 (Secret Cove Heights Development)*

The Planning and Community Development Committee recommended that the report titled Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.3 and Zoning Amendment Bylaw No. 310.174 (Secret Cove Heights Development) – Supplementary Recommendations be received;

AND THAT *Halfmoon Bay Official Community Plan Amendment Bylaw 675.3* is considered consistent with the SCRCD's 2020-2024 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing be scheduled for July 21, 2020 at 7:00 p.m. to be conducted by electronic or other communication facilities to consider *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.3* and *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.174*;

AND THAT Director Toth be delegated as the Chair and Director Pratt be delegated as the Alternate Chair to conduct the Public Hearing;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of July 9, 2020.

*Director McMahon opposed*

*Paul Kamon, Sunshine Coast Tourism, addressed questions from the Committee regarding Sunshine Coast Tourism Request for Letters of Support – Municipal Regional District Tax (MRDT) Renewal at 2% and Online Accommodation Platform Funding.*

**Recommendation No. 5**     *Sunshine Coast Tourism Request for Letters of Support – Municipal Regional District Tax (MRDT) Renewal at 2% and Online Accommodation Platform Funding*

The Planning and Community Development Committee recommended that the report titled Sunshine Coast Tourism Request for Letters of Support – Municipal Regional District Tax (MRDT) Renewal at 2% and Online Accommodation Platform Funding be received;

AND THAT the letters of support be provided to Sunshine Coast Tourism for:

- a. Renewal of the Municipal Regional District Tax at 2%; and
- b. Online Accommodation Platform (OAP) Funding Guidelines.

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

**Recommendation No. 6**     *Telus Telecommunication Tower in Roberts Creek – Request for Local Government Concurrence*

The Planning and Community Development Committee recommended that the report titled Telus Telecommunication Tower in Roberts Creek – Request for Local Government Concurrence be received;

AND THAT SCRCD provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower in Roberts Creek:

- a. Telus has satisfactorily completed consultation with the SCRCD; and
- b. The SCRCD concurs with Telus' proposal to construct the wireless telecommunications facility provided it is constructed substantially in accordance with the submitted plans.

**Recommendation No. 7**     *Provincial Referral CRN00111 for a Private Moorage 2408385 (Maple and King)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral CRN00111 for a Private Moorage 2408385 (Maple and King) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, SCRCD has no objections to the proposed residential private moorage fronting District Lot 1391, Gp. 1, PID 015-936-074 New Westminster District, Provincial Referral Number 2408385:

- a. Should subdivision of this property be a future consideration, this proposed tenure area should be reconsidered for strata moorage; and
- b. SCRCD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility.

**Recommendation No. 8**      *Provincial Referral CRN000108 for Commercial Use 2412331 (Seair Seaplanes)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral CRN000108 for Commercial Use 2412331 (Seair Seaplanes) – Electoral Area B be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, SCRD has no objections to the proposed Commercial Use, Provincial Referral Number 2412248:

- a. SCRD will require a building permit and/or a development variance permit if any future structures are proposed;
- b. Ensure that shíshálh Nation comments are addressed and that the management plan complies with the *Heritage Conservation Act*; and
- c. That the tenure only be issued for 5 years;

AND FURTHER THAT in an effort to advocate for process changes to Provincial tenure applications, SCRD would like the Province to:

- a. Set a limit on the number of permitted tenures (including the number of visitors) provided for sensitive hinterland areas based on cumulative impact analysis;
- b. Require applicants to submit analysis of potential ecological impacts to application area and management/mitigation plan prepared by a Qualified Environmental Professional with the application;
- c. Require applicants to submit an annual update on ecological impacts and mitigation measures to the Province; and
- d. Require applicants to consult First Nations before submitting applications.

*Director McMahon opposed*

**Recommendation No. 9**      *Provincial Referral 2412092 for Commercial General Use Application (Endless Biking Ltd)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral 2412092 for Commercial General Use Application (Endless Biking Ltd) be received;

AND THAT SCRD recommend refusal of Provincial Referral 2412092 at this time due to the following reasons:

- a. Increased use would increase SCRD maintenance time and cost for the area;
- b. Work is currently needed within the Sprockids trail network to bring the area up to the Province's requirement to meet Whistler Trail Standards. Until such time, it would be inadvisable to promote expansion of use within the area;

- c. A new management and maintenance model has just begun in Sprockids Park Increasing pressure on the site while the model is being tested may make fulfilling the management requirements of the site untenable; and
- d. There are concerns about potential wear and tear to the trails/site and the costs associated with mitigation;

AND THAT this application and report be referred to the Sunshine Coast Trails Society, Sunshine Coast Search and Rescue and the Roberts Creek Official Community Plan Committee;

AND FURTHER THAT, at Provincial staff’s invitation, process-improvement recommendations included in this report be conveyed by staff to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

*Lucas Chamberlain, Applicant, addressed questions from the Committee regarding Agricultural Land Reserve Application (ALR00012, ALC58324) for 2061 Twin Creeks Road.*

**Recommendation No. 10**     *Agricultural Land Reserve Application (ALR00012, ALC58324)*

The Planning and Community Development Committee recommended that the report titled Application for a Proposed 3-lot Subdivision in the Agricultural Land Reserve (ALR00012, ALC58324) for 2061 Twin Creeks Road be received;

AND THAT the Board recommend that Agricultural Land Reserve Application ALR00012, ALC58324 be denied.

**Recommendation No. 11**     *Welcome Woods Wilderness and Connor Park Disc Golf Proposal and Future Planning – Public Consultation*

The Planning and Community Development Committee recommended that the report titled Welcome Woods Wilderness and Connor Park Disc Golf Proposal and Future Planning – Public Consultation be received as information.

**Recommendation No. 12**     *RFP 2061303 Refrigeration Services Agreement Contract Award*

The Planning and Community Development Committee recommended that the report titled RFP 2061303 Refrigeration Services Agreement Contract Award Report be received;

AND THAT the SCRД enter into a contract with Temp-Pro Refrigeration for refrigeration system annual maintenance services as described in RFP 2061303 for up to \$189,000 plus up to \$43,000 for additional repair services for a total value of up to \$232,000 (excluding G.S.T.) for a three year period with the option to renew two additional years;

AND THAT the 2020-2024 Financial Plan be amended to increase the annual base operating budget for [615] Community Recreation Facilities by \$13,800 funded from operating reserves in 2020 and taxation beginning in 2021;

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

**Recommendation No. 13**     *Renaming Halkett Bay Dock on Gambier Island*

The Planning and Community Development Committee recommended that the report titled Renaming Halkett Bay Dock on Gambier Island (Area F) be received;

AND THAT this report be referred to the following agencies and committees:

- a. Skwxwú7mesh Nation;
- b. the SCR D Ports Monitors Committee;
- c. the West Howe Sound Advisory Planning Commission;
- d. Islands Trust;
- e. Ministry of Forests, Lands, Natural Resource Operations and Rural Development;  
and
- f. Ministry of Environment and Climate Change Strategy (BC Parks);

AND FURTHER THAT feedback from the referrals be reported back to a future Planning and Community Development Committee meeting.

**Recommendation No. 14** *Agricultural Advisory Committee Meeting Minutes of June 23, 2020*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee meeting minutes of June 23, 2020 be received.

**Recommendation No. 15** *Egmont/Pender Harbour (Area A) APC Meeting Minutes of June 24, 2020*

The Planning and Community Development Committee recommended that the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of June 24, 2020 be received.

**Recommendation No. 16** *Halfmoon Bay (Area B) APC Meeting Minutes of June 23, 2020*

The Planning and Community Development Committee recommended that the Halfmoon Bay (Area B) Advisory Planning Commission meeting minutes of June 23, 2020 be received.

**Recommendation No. 17** *Roberts Creek (Area D) APC Meeting Minutes of June 15, 2020*

The Planning and Community Development Committee recommended that the Roberts Creek (Area D) Advisory Planning Commission meeting minutes of June 15, 2020 be received.

**Recommendation No. 18** *Elphinstone (Area E) APC Meeting Minutes of June 24, 2020*

The Planning and Community Development Committee recommended that the Elphinstone (Area E) Advisory Planning Commission meeting minutes of June 24, 2020 be received.

**Recommendation No. 19** *West Howe Sound (Area F) APC Meeting Minutes of June 23, 2020*

The Planning and Community Development Committee recommended that the West Howe Sound (Area F) Advisory Planning Commission meeting minutes of June 23, 2020 be received.

## COMMUNICATIONS

**Recommendation No. 20** *Communication from BC Real Estate Association*

The Planning and Community Development Committee recommended that the correspondence from Matthew Mayers, Policy Analyst, BC Real Estate Association, dated June 8, 2020, regarding COVID-19 real estate stakeholder joint recommendations be received.



**Recommendation No. 21**    *Communication from Chinook Swim Club - Request for Decrease in Pool Lane Fees – COVID-19 Response*

The Planning and Community Development Committee recommended that the correspondence from Maggie Scott, Board President, Chinook Swim Club, dated June 14, 2020, regarding request for decrease in pool lane fees – COVID-19 Response be received.

**Recommendation No. 22**    *Communication regarding concerns for Endless Biking proposal*

The Planning and Community Development Committee recommended that the correspondence from George A. M. Smith, resident in Area E – Elphinstone, dated June 19, 2020, regarding concerns for Endless Biking proposal be received.

**Recommendation No. 23**    *Communication from Sechelt & District Chamber of Commerce regarding Public Hearing – Short Term Rental Regulations*

The Planning and Community Development Committee recommended that the correspondence from Ed Pednaud, Executive Director, Sechelt & District Chamber of Commerce, dated June 26, 2020, regarding Public Hearing – Short Term Rental Regulations be received.

**ADJOURNMENT**      12:27 p.m.

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Committee Chair

**Recommendation No. 18**     *Motion in Support of the Proposal to Rename Madeira Park*

THAT the shíshálh Nation be invited to a Sunshine Coast Regional District (SCRD) Community to Community meeting to discuss the proposed place name change for Madeira Park;

AND THAT the SCRCD send a letter to the Ministry of Indigenous Relations and Reconciliation and Ministry of Forests, Lands, Natural Resource Operations and Rural Development requesting they organize an online Town Hall meeting in consultation with the SCRCD, that includes members from the shíshálh Nation, Pender Harbour and Area Residence Association, Pender Harbour and Egmont Chamber of Commerce, and Pender Harbour Rotary to discuss the proposed place name change for Madeira Park;

AND THAT the SCRCD provide a letter to the Pender Harbour and Egmont Chamber of Commerce to inform Madeira Park businesses of the Province's name change proposal and process, including information on how to submit comments to the Province regarding the proposed name change;

AND THAT the SCRCD request the BC Geographical Names Office provide an extension of the comment period to December 31, 2020;

AND THAT staff explore the option of Community to Community funding and make an application for same, if it applies;

AND FURTHER THAT this recommendation be forwarded to the July 23, 2020 Regular Board meeting for consideration.

# SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – July 23, 2020  
**AUTHOR:** Sherry Reid, Corporate Officer  
**SUBJECT:** ALTERNATIVE APPROVAL PROCESS RESULTS – CHURCH ROAD WELL FIELD LOAN AUTHORIZATION BYLAW No. 725, 2020

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## RECOMMENDATION(S)

**THAT the report titled Alternative Approval Process Results – Church Road Well Field Loan Authorization Bylaw No. 725, 2020 be received.**

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## BACKGROUND

The deadline for the receipt of elector response forms for the *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020* Alternative Approval Process was 4:30 p.m. on Monday, July 20, 2020.

## DISCUSSION

The Corporate Officer's Certification of the results of the Alternative Approval Process are attached.

As elector response forms were received from less than 10% electors in the service area, elector approval has been obtained and the Board may consider adoption of *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020*.

## CONCLUSION

Staff recommend receipt of this report.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO	X – D. McKinley	Other	



## SUNSHINE COAST REGIONAL DISTRICT

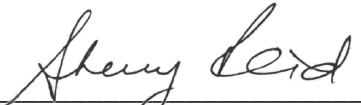
### Corporate Officer's Certification

I, the undersigned Corporate Officer, as the person assigned responsibility for corporate administration under section 236 of the *Local Government Act*, certify the results of the alternative approval process that was conducted to obtain the approval of the electors for the *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020*, as follows:

Number of valid elector response forms received before the deadline	21
10% of electors in the service area	1,960

On the basis of the elector response forms received before the deadline, I have determined and hereby certify that elector approval in accordance with Section 86 of the *Community Charter* has been obtained.

DATED this 21<sup>st</sup> day of July, 2020.

  
\_\_\_\_\_  
Sherry Reid, Corporate Officer