



## SUNSHINE COAST REGIONAL DISTRICT

June 24, 2021

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MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD ELECTRONICALLY IN ACCORDANCE WITH MINISTERIAL ORDER M192 AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT*:</b>	Chair	Electoral Area B	L. Pratt
	Directors	Electoral Area A	L. Lee
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		District of Sechelt	A. Toth
		Town of Gibsons	B. Beamish
<b>ALSO PRESENT*:</b>	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Senior Building Official		B. Kennett (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	Public		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**     2:03 p.m.

**AGENDA**             **It was moved and seconded**

172/21                 THAT the agenda for the meeting be adopted as amended.

**CARRIED**

**MINUTES**

Minutes               **It was moved and seconded**

173/21                 THAT the Regular Board meeting minutes of June 10, 2021 be adopted.

**CARRIED**

**REPORTS**

## Infrastructure

**It was moved and seconded**

174/21

THAT Infrastructure Services Committee recommendation Nos. 1, 2, 8 and 11 of June 10, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Church Road Well Field Project - Update*

THAT the report titled Church Road Well Field Project – Update be received for information.

**Recommendation No. 2**     *SCRD Curbside Recycling Service – Additional Information for Consideration*

THAT the report titled SCR D Curbside Recycling Service – Additional Information for Consideration be received for information;

AND THAT curbside recycling services for the rural areas be reconsidered as part of the Solid Waste Management Plan update which would include solid waste services currently provided by member municipalities;

AND FURTHER THAT the SCR D request that the member municipalities make available financial and other information as required to inform the Solid Waste Management Plan Update.

**Recommendation No. 8**     *Transit Future Action Plan Progress Update*

THAT the report titled Transit Future Action Plan Progress Update be received for information.

**Recommendation No. 11**     *Solid Waste Management Plan Monitoring Advisory Committee Minutes – May 18, 2021*

THAT the Solid Waste Management Plan Monitoring Advisory Committee meeting minutes of May 18, 2021 be received for information.

**CARRIED**

## Planning

**It was moved and seconded**

175/21

THAT Planning and Community Services Committee recommendation Nos. 1-21 of June 17, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Pender Harbour & Area Residents Association Delegation*

THAT the delegation materials from the Pender Harbour & Area Residents Association be received for information;

175/21 cont.

AND THAT staff work with the Pender Harbour & Area Residents Association to establish project authorization requirements; planning, development and maintenance cost and time estimates in order that the projects can be considered as part of the 2022 Annual Budget process;

AND FURTHER THAT the Pender Harbour & Area Residents Association be encouraged to continue to gather community input on the proposals.

**Recommendation No. 2**     *Sunshine Coast Community Wildfire Protection Plan Delegation*

THAT the delegation materials from Conor Corbett, Diamond Head Consulting regarding Sunshine Coast Community Wildfire Protection Plan be received for information.

**Recommendation No. 3**     *Community Wildfire Protection Plan*

THAT the report titled Community Wildfire Protection Plan be received for information;

AND THAT the Community Wildfire Protection Plan be accepted by the Board;

AND THAT the Community Wildfire Protection Plan be submitted to the Union of BC Municipalities (UBCM);

AND THAT the Community Wildfire Protection Plan be referred to other Sunshine Coast local governments as guidance and in support of coordinated action on community wildfire protection;

AND FURTHER THAT the Community Wildfire Protection Plan be referred to Islands Trust and School District 46 for information.

**Recommendation No. 4**     *FireSmart Program*

THAT the SCRCD contact the BC FireSmart program and request prioritization of development of FireSmart materials for coastal communities.

**Recommendation No. 5**     *Sunshine Coast Housing Needs Assessment Implementation Framework – Housing Action Plan*

THAT the report titled Sunshine Coast Housing Needs Assessment Implementation Framework – Housing Action Plan be received for information;

AND THAT amendments to *Planning Procedures Bylaw No. 522* to define and prioritize affordable housing development applications be prepared;

AND THAT public information regarding opportunities for developing secondary suites and other affordable housing forms be produced;

175/21 cont.

AND FURTHER THAT information regarding:

- Renewal of land use bylaws to support affordable housing development; and
- An inventory of unutilized or underutilized land suitable for affordable housing development

be brought to the 2022-2026 Financial Planning process.

**Recommendation No. 6**     *Roberts Creek OCP Amendment Bylaw No. 641.11 and Zoning Amendment Bylaw No. 310.182*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.11 and Zoning Amendment Bylaw No. 310.182 for Subdivision of Remainder of District Lot 1312 – Second Reading be received for information;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.11 and Zoning Amendment Bylaw No. 310.182* be forwarded to the Board for Second Reading;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.11 and Zoning Amendment Bylaw No. 310.182* is considered consistent with the SCR D's 2021-2025 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider the Bylaws be arranged;

AND FURTHER THAT Director Pratt be delegated as the Chair and Director Tize be delegated as the Alternate Chair to conduct the Public Hearing.

**Recommendation No. 7**     *Frontage Waiver Application FRW00010 (10584 Wood Bay Ridge)*

THAT the report titled Frontage Waiver Application FRW00010 (10584 Wood Bay Ridge Road) be received for information;

AND THAT the required 10% perimeter road frontage for Lot 24 be waived in order to facilitate a proposed subdivision of a portion of District Lot 1485, Group 1 New Westminster District Except Plans 13528, 19922, 20166, LMP26373, BCP17413, BCP39164 and BCP45712 District Lot 1485, Group 1 New Westminster District Except Plans 13528, 19922, 20166, LMP26373, BCP17413, BCP39164 and BCP45712.

**Recommendation No. 8**     *Disc Golf Course Proposal for Welcome Woods and Connor Park*

THAT the report titled Disc Golf Course Proposal for Welcome Woods and Connor Park be received for information;

175/21 cont.

AND THAT SCRD decline moving forward with the development of a disc golf course at Welcome Woods and Connor Park at this time;

AND FURTHER THAT consideration of a potential disc golf for Welcome Woods and Connor Park be deferred to a future comprehensive management planning process for those parks.

**Recommendation No. 9**     *Update on Private Donation Offer - Delivery of Soil Material at Gibsons Landfill*

THAT the report titled Update on Private Donation Offer - Delivery of Soil Material at Gibsons Landfill be received for information.

**Recommendation No. 10**     *Joint Use Steering Committee Terms of Reference*

THAT the report titled Joint Use Steering Committee Terms of Reference be received for information;

AND THAT the Joint Use Committee Terms of Reference be endorsed;

AND FURTHER THAT pending SCRD Board and School District 46 Board endorsement, a meeting of the Joint Use Committee be arranged.

**Recommendation No. 11**     *Regulation and Control of Beach Fires at Roberts Creek Pier Park*

THAT the report titled Regulation and Control of Beach Fires at Roberts Creek Pier Park be received for information;

AND THAT, within existing staff resources and workplan as appropriate, staff explore Option 1 -Expand SCRD “Good Neighbour” guidelines to include responsible beach use in rural areas to effect change in culture over time;

AND THAT the Electoral Area Directors share the Regulation and Control of Beach Fires at Roberts Creek Pier Park staff report with local community associations (including the Halfmoon Bay Environmental Society and Roberts Creek Official Community Plan Committee) and attend meetings to gather feedback;

AND FURTHER THAT staff consider further options for Regulation and Control of Beach Fires as part of the 2022 Annual Budget process.

**Recommendation No. 12**     *Sunshine Coast Policing and Public Safety Committee Meeting Minutes of April 15, 2021*

THAT the Sunshine Coast Policing and Public Safety Committee meeting minutes of April 15, 2021 be received for information.

175/21 cont.

**Recommendation No. 13** *Agricultural Advisory Committee (AAC) Meeting Minutes of May 25, 2021*

THAT the Agricultural Advisory Committee (AAC) meeting minutes of May 25, 2021 be received for information.

**Recommendation No. 14** *Egmont / Pender Harbour (Area A) APC Meeting Minutes of April 28, 2021*

THAT the Egmont / Pender Harbour (Area A) Advisory Planning Commission meeting minutes of April 28, 2021 be received for information.

**Recommendation No. 15** *Roberts Creek (Area D) APC Meeting Minutes of May 17, 2021*

THAT the Roberts Creek (Area D) Advisory Planning Commission meeting minutes of May 17, 2021 be received for information.

**Recommendation No. 16** *Elphinstone (Area E) APC Meeting Minutes of May 26, 2021*

THAT the Elphinstone (Area E) Advisory Planning Commission meeting minutes of May 26, 2021 be received for information.

**Recommendation No. 17** *Correspondence from Ruby Lake Landholders Association*

THAT the correspondence from Andrew McFadyen, Ruby Lake Landholders Association, dated May 17, 2021 regarding Proposed Expansion of Parking Area and Beach/Picnic Area at Dan Bosch Park be received for information.

**Recommendation No. 18** *Correspondence regarding Trails Strategy Review*

THAT the correspondence from Recreation Sites and Trails BC, Ministry of Forests, Lands, Natural Resource Operations and Rural Development dated May 20, 2021 regarding Trails Strategy Review – What We Heard Report: Local Governments be received for information.

**Recommendation No. 19** *Correspondence regarding Sunshine Coast Natural Resource District - Visual Quality Objectives*

THAT the correspondence from Derek Lefler, District Manager, Sunshine Coast Natural Resource District dated May 25, 2021 regarding Sunshine Coast Natural Resource District - Visual Quality Objectives be received for information.

175/21 cont.      **Recommendation No. 20**      *Correspondence regarding Intentions Paper – Modern Forest Policy*

THAT the correspondence from Minister Katrine Conroy, Ministry of Forests, Lands, Natural Resource Operations and Rural Development dated June 2, 2021 regarding Intentions Paper – Modern Forest Policy be received for information.

**Recommendation No. 21**      *Correspondence regarding Sunshine Coast Community Forest - Five year Cut Plan*

THAT the correspondence from Elaine Futterman, Roberts Creek Official Community Plan Committee dated June 7, 2021 regarding Correspondence to Sunshine Coast Community Forest - Five year Cut Plan be received for information.

**CARRIED**

Corporate      **It was moved and seconded**

176/21      THAT Corporate and Administrative Services Committee recommendation Nos. 3, 5 and 12 of June 24, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 3**      *Financial Reporting Requirements*

THAT the report titled Financial Reporting Requirements – Statement of Financial information, Year Ended December 31, 2020 be received for information;

AND THAT the Statement of Financial Information for the year ended December 31, 2020 be approved as presented.

**Recommendation No. 5**      *Financial Audit Services Contract - Update*

THAT the report titled Financial Audit Services Contract – Update be received for information;

AND THAT the contract with BDO Canada LLP for audit services be increased by \$36,000 to \$251,000 (excluding GST);

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

**Recommendation No. 12**      *Sechelt Aquatic Centre Temporary Fire Protection System*

THAT the report titled Sechelt Aquatic Centre Temporary Fire Protection System be received for information;

176/21 cont. AND THAT the Sechelt Aquatic Centre Temporary Fire Protection System in the amount of \$154,000 be funded through a combination of the 2021 tax re-allocation (\$26,000), \$64,000 operating reserves, and \$64,000 COVID-19 Safe Re-Start Funds;

AND FURTHER THAT the 2021-2025 Financial Plan be amended accordingly.

**CARRIED**

*The Board requested that recommendation No. 13 from the June 24, 2021 Corporate and Administrative Services Committee meeting be brought forward for consideration.*

*The Board recessed at 2:14 p.m. and reconvened at 2:23 p.m.*

Corporate

**It was moved and seconded**

177/21

THAT Corporate and Administrative Services Committee recommendation No. 13 of June 24, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 13** *Sechelt Aquatic Centre Temporary Fire Protection System*

THAT the Sunshine Coast Regional District Board (SCRD) invite the District of Sechelt, Town of Gibsons and Sechelt Indian Government District to contribute a proportionate share of \$64,000 from COVID-19 Safe Restart Funds to offset the SCR D operating reserves portion of the budget for the Sechelt Aquatic Centre Temporary Fire Protection System project.

**CARRIED**

Notice on Title

**It was moved and seconded**

178/21

THAT the report titled Placement of Notice on Title be received for information;

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 B of Lot 26, DL695, Plan 11637, NWD PID: 006-703-984 Folio 746.00640.100.

**CARRIED**

Office of CAO

Report

**It was moved and seconded**

179/21

THAT the June 24, 2021 Office of the CAO Monthly report be received for information.

**CARRIED**



**BYLAWS**

Bylaw 405.24            **It was moved and seconded**  
180/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment*  
*Bylaw No. 405.24, 2021* be read a first time.  
  
*Director Toth opposed*

**CARRIED**

Bylaw 405.24            **It was moved and seconded**  
181/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment*  
*Bylaw No. 405.24, 2021* be read a second time.  
  
*Director Toth opposed*

**CARRIED**

Bylaw 405.24            **It was moved and seconded**  
182/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment*  
*Bylaw No. 405.24, 2021* be read a third time.  
  
*Director Toth opposed*

**CARRIED**

Bylaw 641.11            **It was moved and seconded**  
183/21                    THAT *Roberts Creek Official Community Plan Amendment Bylaw*  
*No. 641.11, 2019* be read a second time.

**CARRIED**

Bylaw 310.182           **It was moved and seconded**  
184/21                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw*  
*No. 310.182, 2019* be read a second time.

**CARRIED**

**DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

**ADJOURNMENT        It was moved and seconded**

185/21                    THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:11 p.m.

Certified correct \_\_\_\_\_  
Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair