



SUNSHINE COAST REGIONAL DISTRICT

April 25, 2019

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

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| PRESENT: | Chair | L. Pratt |
| | Directors | L. Lee A. Tize D. McMahon M. Hiltz D. Siegers B. Beamish T. Lamb |
| ALSO PRESENT: | Interim Chief Administrative Officer | A. Legault |
| | GM, Corporate Services / Chief Financial Officer | T. Perreault |
| | GM, Planning and Community Development | I. Hall |
| | GM, Infrastructure Services | R. Rosenboom |
| | Acting Chief Building Official | B. Kennett (in part) |
| | Deputy Corporate Officer / Recorder | S. Reid |
| | Media | 2 |
| | Public | 5 |

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

123/19 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes It was moved and seconded

124/19 THAT the Regular Board meeting minutes of April 11, 2019 be adopted.

CARRIED

PRESENTATIONS AND DELEGATIONS

Laurean Reid, Sunshine Coast Rotary Club, addressed the Board regarding the Rotary Club's safety project to donate AEDs and Rescue Tube flotation devices for placement in various locations throughout the Regional District. The Rotary Club will acquire, install and provide training on the equipment and is seeking the support of the SCRD to identify locations and to assume responsibility for ongoing maintenance and care once installed.

Rotary Club **It was moved and seconded**

125/19 THAT staff provide a report on the process for and implications of installing AEDs and rescue tube flotation devices in locations throughout the Regional District as part of the Sunshine Coast Rotary Club's project.

CARRIED

REPORTS

Planning **It was moved and seconded**

126/19 THAT Planning and Community Development Committee recommendation Nos. 1-11 and 13-22 of April 11, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Delegation regarding Pender Harbour Ocean Discovery (PODS) Project*

THAT the delegation materials received from David Twentyman and Barbara Kappeli regarding the Pender Harbour Ocean Discovery (PODS) Project be received.

Recommendation No. 2 *Egmont / Pender Harbour OCP Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 – Pender Harbour Ocean Discovery Station (PODS)*

THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Electoral Area A Zoning Amendment Bylaw No. 337.116 - Consideration for Second Reading and Public Hearing – Pender Harbour Ocean Discovery Station (PODS) be received;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116* be forwarded to the Board for Second Reading;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1* is considered consistent with the SCRD's 2019-2023 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider the bylaws be scheduled for May 14, 2019 at 7:00 p.m. in the Pender Harbour Community Hall, located at 12901 Madeira Park Road, Madeira Park, BC;

AND FURTHER THAT Director Pratt be delegated as the Chair and Director Lee be delegated as the Alternate Chair for the Public Hearing.

126/19 cont.

Recommendation No. 3 *Development Variance Permit DVP00035 (Reeves)*

THAT the report titled Development Variance Permit DVP00035 (Reeves) - Electoral Area E be received;

AND THAT Development Variance Permit DVP00035 to vary the maximum floor area of an auxiliary dwelling, per Section 502.8(a) and (b) of Zoning Bylaw No. 310, 1987, from 55 square metres to 70 square metres, be issued.

Recommendation No. 4 *Development Variance Permit Application DVP00038*

THAT the report titled Development Variance Permit DVP00038 (Johnston) be received;

AND THAT Development Variance Permit Application DVP00038 to vary the natural boundary setback, per Section 516.1(c) of Zoning Bylaw No. 337, from 20 metres to 7.5 metres to permit an addition to a legally non-conforming single family dwelling, be issued, subject to:

1. A covenant registered on title of the property to protect the native vegetation within the Streamside Protection and Enhancement Area (SPEA) and confirms that the setback relaxation for the addition is one-time-only and all future buildings and structures shall meet the setbacks established within the zoning bylaw;
2. Comments received from the *shíshálh* Nation.

Recommendation No. 5 *Development Variance Permit DVP00041 (Matheson)*

THAT the report titled Development Variance Permit DVP00041 (Matheson) be received;

AND THAT Development Variance Permit DVP00041 to vary the natural boundary setback, per Section 516.1(b) of Zoning Bylaw No. 337, from 30 metres to 10.5 metres to permit an addition to a legally non-conforming single family dwelling, be issued, subject to:

1. A covenant registered on title of the property to protect the native vegetation within the Streamside Protection and Enhancement Area (SPEA) and confirms that the setback relaxation for the addition is one-time-only and all future buildings and structures shall meet the setbacks established within the zoning bylaw;
2. Comments received from the *shíshálh* Nation.

126/19 cont.

Recommendation No. 6 *Suncoaster Trail Phase 2 Trail Concept Design*

THAT the report titled Suncoaster Trail Phase 2 Trail Concept Design be received;

AND THAT, based on the Trail Concept Design, staff proceed with partnership/collaboration development, detailed "Stage 1" planning and research on route gaps;

AND THAT a project status update report be provided to a Committee in Q4 2019.

Recommendation No. 7 *Recreation Sites and Trails Agreement Renewal for Sprockids*

THAT the report titled Recreation Sites and Trails Agreement Renewal for Sprockids be received;

AND THAT with respect to the renewal of Recreation Sites and Trails BC Partnership Agreement PA12DS1-02, the delegated authorities sign a Partnership Agreement for Sprockids (REC6768) for a term of two years;

AND THAT the delegated authorities sign a Letter of Understanding with Coast Mountain Bike Trail Association (CMBTA) to support the operations and maintenance of Sprockids.

Recommendation No. 8 *Provincial Referral 108978924–005 for Commercial General Use Application within Sprockids Recreation Area (Whistler Outback Adventures Ltd.)*

THAT the report titled Provincial Referral 108978924–005 for Commercial General Use Application within Sprockids Recreation Area (Whistler Outback Adventures Ltd.) be received;

AND THAT SCRD recommend refusal of Provincial Referral 108978924–005 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 required Whistler Trail Standards. Until such time, it would be unadvisable to promote expansion of use within the area;
- c. New management and maintenance model is currently being considered in Sprockids. Increasing pressure on the site while the transition is taking place may make fulfilling the management requirements of the site untenable;
- d. There are concerns about potential wear and tear to the trails/site and the costs associated with mitigation;

126/19 cont.

e. Future consideration would be strengthened by a commitment to a local investment in trail maintenance.

Recommendation No. 9 *RFP 19 384 Sunshine Coast Arena – Chiller Replacement & Refrigeration Plant Upgrade Contract Award*

THAT the report titled RFP 19 384 Sunshine Coast Arena – Chiller Replacement & Refrigeration Plant Upgrade Contract Award Report be received;

AND THAT SCR D enter into a contract with Temp-Pro Refrigeration for the Sunshine Coast Arena - Chiller Replacement & Refrigeration Plant Upgrade project for a total value of up to \$713,210 (excluding G.S.T.);

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

Recommendation No. 10 *Planning and Community Development Department – 2019 Q1 Report*

THAT the report titled Planning and Community Development Department – 2019 Q1 Report be received.

Recommendation No. 11 *[504] Rural Planning Service – 2018 Variance Analysis*

THAT the staff report titled [504] Rural Planning Service – 2018 Variance Analysis be received;

AND THAT a review of planning and development fees and charges be prepared prior to the 2020 budget process;

AND THAT an analysis of opportunities to streamline planning review of referrals be completed as part of service planning prior to the 2020 budget process;

AND FURTHER THAT service demand be monitored in 2019 and reported on prior to the 2020 budget process.

Recommendation No. 13 *Area D APC Minutes of March 18, 2019*

THAT the Roberts Creek Advisory Planning Commission minutes of March 18, 2019 be received.

Recommendation No. 14 *Area E APC Minutes of March 27, 2019*

THAT the Elphinstone Advisory Planning Commission minutes of March 27, 2019 be received.

Recommendation No. 15 *Area F APC Minutes of March 26, 2019*

THAT the West Howe Sound Advisory Planning Commission minutes of March 26, 2019 be received.

126/19 cont.

Recommendation No. 16 *AAC Minutes of March 26, 2019*

THAT the Agricultural Advisory Committee minutes of March 26, 2019 be received.

Recommendation No. 17 *Correspondence regarding Federal Lands Initiative*

THAT the correspondence from Pamela Goldsmith-Jones, Member of Parliament, West Vancouver – Sunshine Coast, Sea to Sky Country, dated February 27, 2019 regarding Federal Lands Initiative be received;

AND THAT staff investigate if there are any surplus federal lands or buildings within the rural electoral areas that qualify for the Federal Lands Initiative.

Recommendation No. 18 *Correspondence regarding Howe Sound Cumulative Effects Project*

THAT the correspondence from Ruth Simons, Lead, Howe Sound Biosphere Region Initiative on behalf of the Howe Sound Community Forum, dated March 29, 2019 regarding Howe Sound Cumulative Effects Project be received.

Recommendation No. 19 *Correspondence regarding Local Government Survivor Climate Challenge*

THAT the correspondence from Liz Condon, Administrative Assistant on behalf of the District of Highlands Council, dated March 29, 2019 regarding Local Government Survivor Climate Challenge be received.

Recommendation No. 20 *Correspondence regarding BC Timber Sale Licences A93884 (Clack Creek) and A91376 (Reed Road)*

THAT the correspondence from Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, dated March 29, 2019 regarding Timber Sale Licences A93884 (Clack Creek) and A91376 (Reed Road) be received.

Recommendation No. 21 *Consultation Process for BC Timber Sales Licence A91376 (Reed Road)*

THAT Chair Pratt work with staff to draft a consultation process plan including identifying key stakeholders regarding BC Timber Sales Licence A91376 (Reed Road);

AND THAT a report be provided to the May 9, 2019 Planning and Community Development Committee meeting.

Recommendation No. 22 *Public Engagement on Water*

THAT SCR D engage a consultant to conduct public engagement on water in May 2019;

126/19 cont. AND THAT a budget of up to \$20,000 [370 Regional Water] be set aside for this engagement.

CARRIED

Infrastructure **It was moved and seconded**

127/19 THAT Infrastructure Services Committee recommendation Nos. 1-13 of April 18, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Implications of the Refusal of the Park Boundary Amendment on the Chapman Lake Infrastructure Improvement Project*

THAT the report titled Implications of the Refusal of the Park Boundary Amendment on the Chapman Lake Infrastructure Improvement Project be received;

AND THAT the letter being prepared for Minister Heyman, as per Board Resolution 062/19 Recommendation No. 11, include a request for information on the criteria used to deny the application of the Chapman Lake Infrastructure Improvement Project.

Recommendation No. 2 *Impacts of Continued Siphon System Use*

THAT the report titled Impacts of Continued Siphon System Use be received;

AND THAT a 2019 Siphon upgrade project with a budget of \$50,000 funded from [370] Regional Water Service operating reserves be approved;

AND FURTHER that the Financial Plan 2019-2023 be amended accordingly.

Recommendation No. 3 *2019 Snow Pack Update*

THAT the report titled 2019 Snow Pack Update be received for information.

Recommendation No. 4 *2018 Water Use and Water Users Analysis*

THAT the report titled 2018 Water Use and Water Users Analysis be received for information.

Recommendation No. 5 *Infrastructure Services Department – 2019 Q1 Report*

THAT the report titled Infrastructure Services Department – 2019 Q1 Report be received.

127/19 cont.

Recommendation No. 6 *Agricultural Land Use Inventory and Water Demand Model (Ministry of Agriculture)*

THAT the report titled Agricultural Land Use Inventory and Water Demand Model (Ministry of Agriculture) be received;

AND THAT SCRD partner with the Ministry of Agriculture on the Agricultural Land Use Inventory and Water Demand Model for the lower Sunshine Coast;

AND THAT the SCRD provide a contribution of \$2,500 split 50/50 between [370] Regional Water and [500] Regional Planning and funded through 2019 base operating budgets;

AND THAT SCRD apply to the Investment Agriculture Foundation for matching project funds of \$2,500;

AND THAT the delegated authorities sign a project memorandum of understanding;

AND THAT the Ministry be requested to host a community awareness/participation opportunity involving the Agricultural Advisory Committee;

AND FURTHER THAT the report be referred to the Agricultural Advisory Committee.

Recommendation No. 7 *Drought Management Plan 2019*

THAT the report titled Drought Management Plan 2019 be received;

AND THAT Option 1 for Stage 2 New Lawn Watering Permits be amended to allow lawn watering any day during sprinkling hours with existing permit. No new permits issued;

AND THAT the Drought Management Plan and Water Rates and Regulations Bylaw 422 (Schedule J) be revised to reflect recommendations in Option 1, which includes prohibiting lawn watering at Stage 2 and increasing ability to use water for food production;

AND THAT Bylaw Notice Enforcement Bylaw 638 (Schedule A) be revised to reflect penalties outlined in the staff report;

AND FURTHER THAT a request be sent to the Town of Gibsons to harmonize their bylaw with SCRD's Water Rates and Regulations Bylaw 422 (Schedule J) concerning the Drought Management Plan regulations.

127/19 cont.

Recommendation No. 8 *Solid Waste Management Plan Overview and Status Update*

THAT the report titled Solid Waste Management Plan Overview and Status Update be received for information.

Recommendation No. 9 *Solid Waste Management Plan Monitoring Advisory Committee (PMAC) - Update*

THAT the report titled Solid Waste Management Plan Monitoring Advisory Committee (PMAC) – Update be received;

AND THAT the Terms of Reference be approved;

AND FURTHER THAT staff be authorized to initiate PMAC recruitment.

Recommendation No. 10 *Regional Organics Diversion Strategy Implementation Plan - Update*

THAT the report titled Regional Organics Diversion Strategy Implementation Plan – Update be received for information.

Recommendation No. 11 *Contract Award Groundwater Investigation – Phase 3*

THAT the report titled Contract Award Groundwater Investigation – Phase 3 be received;

AND THAT the contract for Groundwater Investigation – Phase 3 be awarded to Associated Environmental Consultants Inc. in the amount up to \$299,900 (excluding GST);

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

Recommendation No. 12 *RFP 18 323 Granthams Landing Community Hall Rehabilitation Award Report*

THAT the report titled RFP 18 323 Granthams Landing Community Hall Rehabilitation Award Report be received;

AND THAT SCR D enter into a contract with Summerhill Fine Homes for up to \$524,540 (excluding GST);

AND THAT the project budget be increased from \$427,000 to \$592,483 funded through:

- Short Term Borrowing of up to \$100,000;
- Independent Power Projects (IPP) community benefit funds of up to \$100,000;

127/19 cont.

- Area F Gas Tax Agreement – Community Works Fund (CWF) of up to \$392,843, including the \$227,000 previously committed.

AND THAT any grant support received for the Granthams Hall Rehabilitation project offset taxation required for Short Term Borrowing or Gas Tax;

AND THAT the 2019-2023 Financial Plan be amended accordingly;

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

Recommendation No. 13 *Water Emergency Declaration*

THAT the following resolution be referred to staff for refinement and brought to a future Committee for further consideration:

WHEREAS the SCRD only has about half as much stored water in the Chapman system as is required to get through a dry summer without going past Stage 2 water restrictions;

AND we have no prospect of bringing additional water supplies online in 2019;

AND going to Stage 4 water restrictions in three of the four past summers has caused hardship to the community, especially to food producers;

AND in March 2019 the Sunshine Coast experienced record high temperatures and extremely low rainfall;

AND the Tetrahedron snow pack level is below average;

THEREFORE BE IT RESOLVED that the SCRD declare an immediate Water Emergency;

FURTHER, that to address the short term water supply shortage we strike a drought management task force and invite major water users to the table to advise and assist with water conservation measures to prevent reaching Stage 4;

AND FURTHER, that to address our long term water supply situation we convene a Water Summit of community stakeholders to make recommendations on revisions to the comprehensive regional water plan.

CARRIED

DMP Name Change It was moved and seconded

128/19 THAT staff report back on the process and implications of changing the name of the Drought Management Plan to the Water Conservation Plan.

CARRIED

Corporate It was moved and seconded

129/19 THAT Corporate and Administrative Services Committee recommendation Nos. 4, 16 and 17 of April 25, 2019 be received, adopted and acted upon as follows:

Recommendation No. 4 *Draft Audited Financial Statements for Year Ended December 31, 2018*

THAT the Sunshine Coast Regional District (SCRD) 2018 Draft Audited Financial Statements for year ended December 31, 2018 be approved as presented.

Recommendation No. 16 *Contract Award Raw Water Reservoir(s) – Phase 3*

THAT the report titled Contract Award Raw Water Reservoir(s) – Phase 3 be received;

AND THAT the contract for Raw Water Reservoir(s) – Phase 3 be awarded to Integrated Sustainability Consultants Ltd. in the amount of up to \$327,532 (excluding GST);

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

Recommendation No. 17 *Request for Proposal (RFP) 19 386 Contract Award Henry Road Watermain Replacement Asphalt Works*

THAT the report titled Request for Proposal (RFP) 19 386 Contract Award Henry Road Watermain Replacement Asphalt Works be received;

AND THAT the Henry Road Watermain Replacement Asphalt Works contract be awarded to BA Blacktop Ltd. in the amount of \$128,599 (excluding GST);

AND THAT a contingency allowance of up to \$25,720 that can be used at the discretion of staff to address unexpected issues related to this contract, be approved;

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

CARRIED

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

130/19 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 8, Block 6, District Lot 692, Plan 3633, PID 005-742-757.

CARRIED

CAO Report **It was moved and seconded**

131/19 THAT the report titled Chief Administrative Officer's Report be received for information.

CARRIED

BYLAWS

Bylaw 310.175 **It was moved and seconded**

132/19 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.175, 2017* be adopted.

CARRIED

Bylaw 708.1 **It was moved and seconded**

133/19 THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019* be read a second time.

CARRIED

Bylaw 337.116 **It was moved and seconded**

134/19 THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019* be read a second time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 2:40 p.m.

IN CAMERA It was moved and seconded

135/19 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (i), and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the receipt of advice that is subject to solicitor-client privilege...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 3:48 p.m.

ADJOURNMENT It was moved and seconded

136/19 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:48 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair