



## SUNSHINE COAST REGIONAL DISTRICT

January 14, 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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**PRESENT\*:**

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 (in part)
	Sechelt Indian Government District	W. Paull

**ALSO PRESENT\*:**

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
Deputy Corporate Officer / Recorder	J. Hill
Media	2
Public	3

*\*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** 2:04 p.m.

**AGENDA** It was moved and seconded

001/21 THAT the agenda for the meeting be adopted as amended by adding the following item under New Business:

- Application for Provincial Road Safety Strategy Committee.

**CARRIED**

**MINUTES**

Minutes It was moved and seconded

002/21 THAT the Regular Board meeting minutes of December 10, 2020 be adopted.

**CARRIED**

Minutes **It was moved and seconded**

003/21 THAT the Special Emergency Board meeting minutes of December 31, 2020 be adopted.

**CARRIED**

## PRESENTATIONS AND DELEGATIONS

*Amanda List, Silas White and Patricia York, Directors' Remuneration Review Task Force, appeared before the Board and presented the Sunshine Coast Regional District Directors' Remuneration Review. The presentation covered objectives set by the Task Force per the Terms of Reference, scope of work, assumptions/guiding principles, work plan, findings, conclusions and recommendations.*

*On behalf of the Board, the Chair thanked Ms. List, Mr. White and Ms. York for their report and presentation.*

Directors' Remuneration **It was moved and seconded**

004/21 THAT the report titled Directors' Remuneration Review Task Force Results be received;

AND THAT the Board continue with updating the base remuneration for Directors in accordance with the annual change in the BC Consumer Price Index;

AND THAT compensation be limited for external conference and workshop expenses to one per year, in addition to UBCM and AVICC, with the proviso that Directors may make a special request to the Board to attend more, and that the practice of paying for Alternate Directors to attend conferences be eliminated;

AND THAT via the Terms of Reference of the Directors' Remuneration Review Task Force, an independent review of Director remuneration, allowances and benefits be conducted every four years beginning in 2025;

AND FURTHER THAT staff bring forward an amended Sunshine Coast Regional District Directors' Remuneration Bylaw in Q2 to implement the proposed changes to the remuneration structure.

**CARRIED**

Directors' Remuneration **It was moved and seconded**

004/21 THAT the Board adopt base rates for electoral area and municipal area directors that encompass overall compensation for all mandatory activities associated with the defined roles and a reasonable degree of optional/additional activities that support the role according to the proposed remuneration structure as follows:

Correction to Resolution 004/21: motion divided to reflect Director's opposition to this section.

004/21 cont.

	<b>Annual Stipend</b>	<b>Per Day</b>
Electoral Area Director	\$33,363	–
Municipal Director	\$23,354	–
Chair supplement	\$23,354	–
Vice-chair supplement	\$3,003	–
Alternate Director	\$1,600	\$255

*Director Toth opposed***CARRIED**Directors'  
Remuneration**It was moved and seconded**

005/21

THAT the proposed roles and responsibilities, Board governance and constituency allowance recommendations in the Directors' Remuneration Review Task Force final report (recommendations 1, 4 and 5) be forwarded to staff for further review and presentation at a future workshop, as follows:

- That the Board adopt as policy Roles and Responsibilities of Directors (generally), Electoral Area Directors, Municipal Directors, Board Chair and Vice Chair; and a Code of Ethics, as recommended by the Board's auditor, to further clarify the role;
- That the Board pilots a new governance model that is more aligned with other boards in the province, further detailed in Appendix D of the Directors' Remuneration Review Task Force final report;
- That the purpose of constituency allowances be updated and make it an expectation in the Board Code of Conduct for Directors to transparently declare and claim all Director expenses rather than to subsidize public service with private income.

**CARRIED***The Board recessed at 4:05 p.m. and reconvened at 4:15 p.m.***REPORTS**

Special Corporate

**It was moved and seconded**

006/21

THAT Special Corporate and Administrative Services Committee recommendation Nos. 1-4 of December 3, 2020 be received, adopted and acted upon as follows:

006/21 cont.

**Recommendation No. 1**     *Rural Areas' Grant-in-Aid Policy and Process*

THAT the report titled Rural Areas' Grant-in-Aid Policy and Process be received.

**Recommendation No. 2**     *Rural Areas' Grant-in-Aid Policy*

THAT staff report back to a future Committee with a revised Rural Areas' Grant-in-Aid Policy for consideration.

**Recommendation No. 3**     *Recurring Rural Areas' Grant-in-Aid Applications*

THAT staff report to a future Committee on the frequency of recurring Rural Areas' Grant-in-Aid funded community projects;

AND THAT the report include funding options through other SCRD services or the Rural Areas' Grant-in-Aid process.

**Recommendation No. 4**     *Rural Areas' Grant-in-Aid – Electoral Areas E, F and Town of Gibsons*

THAT staff report to a future Committee with a history and rationale for Functions [123] – Electoral Areas E and F and [126] – Greater Gibsons Community Participation (GGCP) and a list of how the funding has been granted;

AND THAT the bylaw for [126] GGCP be included in the report.

**CARRIED**

Planning

**It was moved and seconded**

007/21

THAT Planning and Community Development Committee recommendation Nos. 1, 2, 7-9 and 11-18 of December 10, 2020 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Gambier Island Community Association Delegation – New Brighton Dock*

THAT the delegation materials and presentation from Danny Tryon, President, Gambier Island Community Association be received;

AND THAT staff report back on the status of the New Brighton dock and next steps forward.

**Recommendation No. 2**     *Tiny Home Alliance Canada Delegation*

THAT the delegation materials and presentation from Pamela Robertson, Tiny Home Alliance Canada be received.

007/21 cont.

**Recommendation No. 7**     *Traffic Calming on Mintie Road*

THAT the Electoral Area B Director work with the Ministry of Transportation and Infrastructure and Mintie Road residents to investigate the implementation of traffic calming solutions and address safety concerns on Mintie Road in Halfmoon Bay.

**Recommendation No. 8**     *Egmont / Pender Harbour OCP Amendment Bylaw No. 708.2, 2020 and Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020 (BC Ferries Earls Cove)*

THAT the report titled Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020 and Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020 (BC Ferries Earls Cove)– Consideration of Third Reading and Adoption be received;

AND THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw 708.2, 2020 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be forwarded to the Board for Third Reading;

AND FURTHER THAT prior to consideration of adoption of *Egmont / Pender Harbour Official Community Plan Amendment Bylaw 708.2, 2020 and Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020*, the following condition be met:

Approval by the Ministry of Transportation and Infrastructure pursuant to Section 52 of the *Transportation Act*.

**Recommendation No. 9**     *Development Variance Permit DVP00068 (1269 Burns Road)*

THAT the report titled Development Variance Permit DVP00068 (1269 Burns Road) be received;

AND THAT Development Variance Permit DVP00068 to vary *Zoning Bylaw No. 310* Section 601.4 to reduce the required front yard setback from 5 metres to 1.1 metres and to reduce the required side yard setback from 1.5 metres to 0.46 metres in order to permit a recently constructed parking deck structure be approved.

**Recommendation No. 11**     *Regulations for Cannabis Production on Agricultural Land*

THAT the report titled Regulations for Cannabis Production on Agricultural Land be received;

AND THAT amendments to the general use provisions sections of Zoning Bylaws Nos. 310 and 337 be prepared stating that where land is within the Agricultural Land Reserve, applicable provisions of Agricultural Land Reserve Use Regulation, and amendments thereto, override provisions of the zoning bylaw;

007/21 cont.

AND FURTHER THAT updated setbacks for farm uses, including cannabis production, be proposed in the forthcoming revised zoning bylaws to be considered through a public consultation process.

**Recommendation No. 12** *Telus Telecommunication Tower in Egmont / Earls Cove – Request for Local Government Concurrence*

THAT the report titled Telus Telecommunication Tower in Egmont / Earls Cove – Request for Local Government Concurrence be received;

AND THAT SCRD provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower in Egmont / Earls Cove:

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

**Recommendation No. 13** *Monthly Provincial Referral Review*

THAT the report titled Monthly Provincial Referral Review be received;

AND THAT the SCRD responds to the province regarding files 2412377, 2412376 as follows:

- Provincial Private Moorage Application 2412377: Interests unaffected;
- Provincial Private Moorage Application 2412376: Interests unaffected;

AND FURTHER THAT the SCRD includes this request to the Province with each referral response:

THAT the applicant be advised that any future proposed development, changes or replacements to structures, including any land alteration, may be subject to SCRD Planning or Building Bylaw requirements. Please contact SCRD in advance of proposed works.

**Recommendation No. 14** *2022 Budget Proposal for a Renewable Energy Strategy*

THAT the report titled Sunshine Coast Community Solar Association Delegation Next Steps be received;

AND THAT staff bring forward a 2022 Budget proposal for a renewable energy strategy for SCRD sites;

AND FURTHER THAT staff prepare shovel-ready lighting retrofit projects for selected Fire Halls and other identified facilities.

007/21 cont.

**Recommendation No. 15** *Egmont/Pender Harbour (Area A) APC Meeting Minutes of November 25, 2020*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of November 25, 2020 be received.

**Recommendation No. 16** *West Howe Sound (Area F) APC Meeting Minutes of November 24, 2020*

THAT the West Howe Sound (Area F) Advisory Planning Commission meeting minutes of November 24, 2020 be received.

**Recommendation No. 17** *Correspondence - Town of Gibsons Support for Climate Action Report Card Project*

THAT the correspondence from Mayor Bill Beamish, Town of Gibsons dated November 4, 2020 regarding Town of Gibsons Support for Climate Action Report Card Project be received.

**Recommendation No. 18** *Correspondence - TraC Active Transportation Improvement Survey Report*

THAT the correspondence from Alun Woolliams, Director, Transportation Choices dated November 6, 2020 regarding the TraC Active Transportation Improvement Survey Report be received.

**CARRIED**

Infrastructure

**It was moved and seconded**

008/21

THAT Infrastructure Services Committee recommendation Nos. 1-10 of December 17, 2020 be received, adopted and acted upon as follows:

**Recommendation No. 1** *Dam Safety Results*

THAT the report titled Dam Safety Results be received.

**Recommendation No. 2** *Leak Correlator Budget Proposal Clarification*

THAT the report titled Leak Correlator Budget Proposal Clarification be received;

AND THAT the scope of the 2021 Budget Proposal Water Metering – Leak Correlator be focused on the integration of a leak correlator into the current leak resolution approach.

**Recommendation No. 3** *Leak Detection Program*

THAT staff provide a report to a future Committee meeting outlining a proactive and comprehensive leak detection program throughout all SCR D water systems.

008/21 cont.      **Recommendation No. 4**      *COVID-19 Safe Restart Grants for Local Governments*

THAT the report titled COVID-19 Safe Restart Grants for Local Governments be received;

AND THAT proposals for the allocation of the COVID-19 Safe Restart Grants be provided as part of the SCRD's Round 1 Budget Deliberations for the Board's consideration.

**Recommendation No. 5**      *Solid Waste Management Plan Monitoring Advisory Committee Minutes (PMAC) – November 17, 2020*

THAT the Solid Waste Management Plan Monitoring Advisory Committee minutes of November 17, 2020 be received;

AND THAT Recommendation 5 contained therein be adopted and acted upon as follows:

**Recommendation No. 5**      *Illegal Dumping Data*

THAT staff provide PMAC with a summary of five years of illegal dumping data from the SCRD's Backroad Trash Bash and Good Samaritan Program that includes types of material and other data where possible.

**Recommendation No. 6**      *Water Supply Advisory Committee Minutes – December 7, 2020*

THAT the Water Supply Advisory Committee meeting minutes of December 7, 2020 be received.

**Recommendation No. 7**      *2020 WildSafeBC Sunshine Coast Annual Report*

THAT the 2020 WildSafeBC Sunshine Coast Annual Report be received.

**Recommendation No. 8**      *Public Notice of Proposed Runway Improvements and Extension at Sunshine Coast Regional Airport*

THAT the Public Notice from the District of Sechelt regarding the Proposed Runway Improvements and Extension at the Sunshine Coast Regional Airport dated December 7, 2020 be received.

**Recommendation No. 9**      *Correspondence Amendments to BC Recycling Regulation*

THAT the correspondence from the Ministry of Environment and Climate Change Strategy dated December 9, 2020 regarding Amendments to the BC Recycling Regulation be received.

008/21 cont.      **Recommendation No. 10**    *Deferral of Utility Charges*

THAT staff provide a report to a future Committee meeting that clarifies the current options and potential future options available for residents to defer utility fees, frontage fees and parcel taxes.

**CARRIED**

2021 AVICC  
Resolutions

**It was moved and seconded**

009/21

THAT the report titled 2021 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received.

**CARRIED**

## **MOTIONS**

Cannabis Cultivation  
Control

**It was moved and seconded**

010/21

WHEREAS the federal government of Canada legislates access to cannabis for medical purposes and the registration with Health Canada to produce a limited amount of cannabis for personal medical purposes and potentially as a designated person to produce for at most one more person;

AND WHEREAS local authorities including the RCMP, local governments and provincial governments have no access to the information as to what amount is permitted to be grown and where it is grown, nor do they have the ability to control and regulate the amount grown;

AND WHEREAS local governments cannot ensure and enforce that local building codes and land use, including plumbing, electrical and ventilation requirements are being adhered to as a result of the cultivation of cannabis, and the human health and safety concerns that result from that inability;

THEREFORE BE IT RESOLVED that the SCRD Board write a letter to Member of Parliament, Patrick Weiler, and the federal Minister of Health, Patty Hadju, to request that local governments and the RCMP be given the ability and authority to adequately enforce and control cannabis cultivation for medical purposes;

AND THAT this resolution be forwarded to the Federation of Canadian Municipalities Annual General Meeting as a motion from the Sunshine Coast Regional District;

AND FURTHER THAT the Medical Cannabis Safety Concerns UBCM Resolution No. EB16 adopted at the 2020 Union of British Columbia Municipalities virtual convention also be forwarded to the Federation of Canadian Municipalities.

**CARRIED**

**BYLAWS**

Bylaw 405.23           **It was moved and seconded**

011/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.23, 2021* be read a first time.

**CARRIED**

Bylaw 405.23           **It was moved and seconded**

012/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.23, 2021* be read a second time.

**CARRIED**

Bylaw 405.23           **It was moved and seconded**

013/21                    THAT *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.23, 2021* be read a third time.

**CARRIED**

Bylaw 708.2            **It was moved and seconded**

014/21                    THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020* be read a third time.

**CARRIED**

Bylaw 708.2            **It was moved and seconded**

015/21                    THAT *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.2, 2020* be adopted.

**CARRIED**

Bylaw 337.122         **It was moved and seconded**

016/21                    THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be read a third time.

**CARRIED**

Bylaw 337.122         **It was moved and seconded**

017/21                    THAT *Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.122, 2020* be adopted.

**CARRIED**

Extension of Meeting **It was moved and seconded**

018/21                      THAT the Board meeting of January 14, 2021 be extended beyond the three hour time limit set by *Board Procedures Bylaw No. 717*.

**CARRIED**

**DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

**NEW BUSINESS**

Provincial Road  
Safety Strategy  
Committee

**It was moved and seconded**

019/21                      THAT the Board supports the nomination and potential appointment of Director McMahon to the UBCM Provincial Road Safety Strategy Committee.

**CARRIED**

*The Board moved In Camera at 5:00 p.m.*

*The Board recessed at 5:00 p.m. and reconvened at 5:05 p.m.*

**IN CAMERA                      It was moved and seconded**

020/21                      THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations” and “the consideration of information received and held in confidence relating to negotiation 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”.

**CARRIED**

*Director Beamish left the meeting at 5:00 p.m.*

*The Board moved out of In Camera at 5:25 p.m.*

Land Use  
Planning Table

**It was moved and seconded**

021/21                      THAT the correspondence from Alexandra Lloyd, shishálh-BC. Land Use Planning Table dated December 11, 2020 regarding Launch of shishálh-BC Land Use Planning Engagement Process – SCR D be received.

**CARRIED**

Land Use Planning  
Engagement Process **It was moved and seconded**

022/21                    THAT a letter of support be coordinated with the shíshálh Nation to support the launch of the shíshálh-BC Land Use Planning Engagement Process.

**CARRIED**

**ADJOURNMENT      It was moved and seconded**

023/21                    THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 5:27 p.m.

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

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

\_\_\_\_\_  
Chair