



# 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 MAY 23, 2024

## AMENDED AGENDA

CALL TO ORDER 1:00 p.m.

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of May 9, 2024 Annex A  
Pages 4 - 9
3. Special Board meeting minutes of May 16, 2024 Annex B  
pp 10 – 11

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PRESENTATIONS AND DELEGATIONS

### REPORTS

4. Committee of the Whole meeting recommendation Nos. 1 – 10 of May 9, 2024 Annex C  
pp 12 - 15
5. Special Electoral Area Services Committee meeting – Grant-in Aid recommendation No. 1 of May 16, 2024 Annex D  
Pp 16 - 17
- 5.a **ADD** ⇒ Committee of the Whole meeting recommendation no. 1 of May 23, 2024 page 17a
6. Final 2024-2025 BC Transit Annual Operating Agreement (AOA) – General Manager, Community Services Annex E  
pp 18 - 21  
*(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)*
7. RFP 2465004 – Design & Professional Services Development of a Community Hall – Contract Award – Manager, Asset Management Annex F  
pp 22 - 23  
*(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)*

- 8. RFP 2465001 – Construction Management Services for the Development of a Community Hall – Contract Award – Manager, Asset Management  
**(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)**

Annex G  
pp 24 - 26
- 9. Gibsons/West Howe Sound Fire Protection Pumper Apparatus Replacement Project Alternative Approval Process – Corporate Officer  
**(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)**

Annex H  
pp 27 - 30
- 10. 2023 Sunshine Coast Regional District (SCRD) Corporate Annual Report – General Manager Corporate Services / Chief Financial Officer  
**(Voting –All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)**

Annex I  
pp 31 - 153
- 11. Placement of Notice on Title – Chief Building Official  
**(Voting – All Directors – 1 vote each)**

Annex J  
pp 154 - 156

**COMMUNICATIONS**

- 12. Emanuel Machado, Chief Administrative Officer, Town of Gibsons dated May 13, 2024  
Regarding request for a letter of support for a funding application to the Spring 2024 Community Emergency Preparedness Fund

Annex K  
pp 157
- 13. Union of BC Municipalities, dated May 1, 2024  
Open communication regarding invitation to apply for the Local Government Advisory Committee on EDMA Regulations

Annex L  
pp 158

**MOTIONS**

**BYLAWS**

- 14. *West Howe Sound Official Community Plan Amendment Bylaw No. 640.6, 2024 – first reading*  
**(Voting –Electoral Area Directors – 1 vote each)**

Annex M  
pp 159 - 162
- 15. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.10, 2024 – first reading*  
**(Voting –Electoral Area Directors – 1 vote each)**

Annex N  
pp 163 - 168
- 16. **REPLACE** ⇨ *Sunshine Coast Regional District Zoning Amendment Bylaw No. 337.123, 2023 – second reading*  
**(Voting –Electoral Area Directors – 1 vote each)**

Annex O  
pp 169 - 171

- 17. **REPLACE** ⇨ *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9, 2023 - second reading*  
*(Voting –Electoral Area Directors – 1 vote each)* Annex P  
pp 172 - 173
  
- 18. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.6, 2023 – adoption*  
*(Voting –Electoral Area Directors – 1 vote each)* Annex Q  
pp 174 - 177
  
- 19. *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.4, 2024 – adoption*  
*(Voting – All Directors – 1 vote each)* Annex R  
pp 178
  
- 20. *Community Recreation Facilities Fees and Charges Bylaw No. 766, 2024 – adoption*  
*(Voting – Participants – Weighted Vote: B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)* Annex S  
pp 179 - 186
  
- 21. *Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw 767, 2024 – adoption*  
*(Voting – Participants – Weighted Vote: B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)* Annex T  
pp 187 - 189

**DIRECTORS’ REPORTS**

Verbal

**NEW BUSINESS**

**IN CAMERA**

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

**ADJOURNMENT**

**Recommendation No. 1**     *Lower Crown Raw Water Reservoir Project Update*

The Committee of the Whole recommended the report titled Lower Crown Raw Water Reservoir Project Update be received for information.

AND THAT the following proposed motion be referred to a future intergovernmental meeting related to water to be held within 30 days:

*THAT the SCRD pause staff work on the Lower Crown Reservoir project until:*

- *A new seasonal environmental flow (EFN) regime for Chapman Creek is approved by the Province, set to levels determined by local Shishalh Nation-SCRD co-monitoring to be necessary to support fish and wildlife habitat;*
- *Further, enhanced siphon use for Chapman Lake is successfully negotiated with the Province and Shishalh Nation for a multi-year term, guided by our mutual interest in the sustainability of the ecosystem;*
- *The 2024 groundwater exploration program is proceeding with test drilling;*
- *A list of the highest water users in the Chapman and South Pender systems is reviewed by the Board and a strategy is enacted to significantly reduce that usage that includes shutting off the water to an unreasonably high users by Stage 2;*
- *The aquifer 560 agreement with the town of Gibsons is being actively implemented to optimize the interconnection between the SCRD and tog water systems; and*
- *A schedule of intergovernmental water meetings, to take place at least every two months but preferably monthly, is et up with a focus on discussing critical issues and concerns identified by elected leadership, moving toward the establishment of a permanent regional watershed(s) board with Indigenous co-governance, and with the first meeting to be scheduled by mid-June*

*AND THAT the SCRD explore conducting an inventory and condition assessment of the natural assets of the Chapman Lake watershed, in partnership with the Shishalh Nation, and report back to the Board in Q2;*

*AND FURTHER THAT the Town of Gibsons is invited to present to the board on its progress of the Aquifer 560 Agreement in a workshop format.*

AND FURTHER THAT this motion be forwarded to the regular meeting of the Board on May 23, 2024.

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 337.123**

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 337, 1990*

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

**PART A – CITATION**

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 337.123, 2023*.

**PART B – AMENDMENT**

2. *Sunshine Coast Regional District Zoning Bylaw No. 337, 1990* is hereby amended as follows:

Insert the following immediately following Section 402(3):

- 402(4) excluding the following areas from the calculation of minimum parcel area
- (i) area to be used for community sewer field and equipment;
  - (ii) area to be dedicated for public open space, park or returned to the Province, except as permitted by the *Strata Property Act*;
  - (iii) area to be dedicated as a highway;
  - (iv) area of land inclusive and below the natural boundary of a watercourse or waterbody, including, without limitation, a lake, pond, river, creek, spring, ravine, or wetland, whether or not usually containing water; or
  - (v) area of land that contains a Stream Protection and Enhancement Area (SPEA), as established under the *Provincial Riparian Areas Protection Regulations*.

Replace Section 404(b) with the following:

- 404(b) inclusive and below the natural boundary of a watercourse or waterbody, including, without limitation, a lake, pond, river, creek, spring, ravine, or wetland, whether or not usually containing water.

Insert the following, immediately following Section 404(b):

- 404(c) that contains a Stream Protection and Enhancement Area (SPEA), as established under the *Provincial Riparian Areas Protection Regulations*.

Insert the following immediately following Section 515(3):

515(4) Notwithstanding any other provision of this bylaw, and for the purpose of protecting the long-term integrity and health of Streamside Protection and Enhancement Areas (SPEA), no buildings, structures, hardscaping, or any part thereof shall be constructed, reconstructed, moved, located, or extended within 5 metres of a provincially approved SPEA, or the default Riparian Assessment Area if a provincially approved SPEA has not been established.

Insert the following definition in Section 201 immediately following “grade, average natural”:

“hardscaping” means any human-made element made from inanimate materials like gravel, brick, wood, pavers, stone, concrete, asphalt, or similar material. Examples of hardscaping include landscaped elements (e.g., patio, deck, stone wall, pavers, etc.), retaining walls, roads/parking lots, campground pads, and fill placement.

Replace Section 515(1)(a) with the following:

515(1)(a) 15 m of the natural boundary of the ocean

Replace Section 515(1)(d) with the following:

515(1)(d) 17 m of the natural boundary of a swamp or pond;

Replace Section 515(1)(e) with the following:

515(1)(e) 30 metres of the natural boundary of Brittain River, Smanit Creek, Skawaka River, Deserted River, Vancouver River, Seshal Creek, Hunaechin Creek, Stakawus Creek, Potato Creek, Loquilts Creek, Tsuadhdi Creek, Osgood Creek; or 17 metres of the natural boundary of all other watercourses.

## **PART C – ADOPTION**

READ A FIRST TIME this 27<sup>TH</sup> DAY OF JULY, 2023

READ A SECOND TIME this 23<sup>RD</sup> DAY OF MAY, 2024

PUBLIC HEARING HELD PURSUANT TO  
THE *LOCAL GOVERNMENT ACT* this DAY OF,

READ A THIRD TIME this DAY OF,

ADOPTED this DAY OF,

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Corporate Officer

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Chair

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW NO. 722.9

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019*

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

#### **PART A – CITATION**

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9, 2023*.

#### **PART B – AMENDMENT**

2. *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019* is hereby amended as follows:

Insert the following immediately following Section 4.3.1(c):

- d) Area of land inclusive and below the natural boundary of a watercourse or waterbody, including, without limitation, a lake, pond, river, creek, spring, ravine, or wetland, whether or not usually containing water;
- e) Area of land that contains a Stream Protection and Enhancement Area (SPEA), as established under the *Provincial Riparian Areas Protection Regulations*.

Insert the following immediately following Section 5.16.2:

5.16.3 No buildings, structures, hardscaping, or any part thereof shall be constructed, reconstructed, moved, located, or extended within 5 metres of a provincially approved Streamside Protection and Enhancement Area (SPEA), or the default Riparian Assessment Area if a provincially approved SPEA has not been established.

Insert the following definition in Part 12 immediately following “green roof”:

hardscaping: means any human-made element made from inanimate materials like gravel, brick, wood, pavers, stone, concrete, asphalt, or similar material. Examples of hardscaping include landscaped elements (e.g., patio, deck, stone wall, pavers, etc.), retaining walls, roads/parking lots, campground pads, and fill placement.



**PART C – ADOPTION**

READ A FIRST TIME this 27<sup>TH</sup> DAY OF JULY, 2023

READ A SECOND TIME this 23<sup>RD</sup> DAY OF MAY, 2024

PUBLIC HEARING HELD PURSUANT TO  
THE *LOCAL GOVERNMENT ACT* this DAY OF,

READ A THIRD TIME this DAY OF,

ADOPTED this DAY OF,

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Corporate Officer

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Chair