



# 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 OCTOBER 22, 2015

## AGENDA

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**CALL TO ORDER 7:30 p.m.**

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of October 8, 2015

Annex A  
Pages 1-10

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PETITIONS AND DELEGATIONS

### COMMUNICATIONS

### REPORTS

3. Directors' Reports
4. Chief Administrator's Report
5. Planning and Development Committee recommendation Nos. 1-11 of October 8, 2015

Verbal

Annex B  
pp 11-12

Annex C  
pp 13-16

### MOTIONS

### BYLAWS

### NEW BUSINESS

### IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c), (e), (i) and (k) of the *Community Charter*, "labour relations...", "the acquisition, disposition or expropriation of land or improvements...", "the receipt of advice that is subject to solicitor-client privilege...", and "negotiations and related discussions respecting the proposed provision of a municipal service..."

## UPCOMING MEETING DATES (TO NOVEMBER 15, 2015)

### SCRD Board, Committee, and Advisory Committee Meetings

Corporate and Administrative Services Committee	October 22 at 1:30 p.m.
Regular Board	October 22 at 7:30 p.m.
Area D Advisory Planning Commission (APC)	October 26 at 7:00 p.m.
Agricultural Advisory Committee	October 27 at 3:30 p.m.
Area B Advisory Planning Commission (APC)	October 27 at 7:00 p.m.
Area F Advisory Planning Commission (APC)	October 27 at 7:00 p.m.
Area A Advisory Planning Commission (APC)	October 28 at 7:00 p.m.
Area E Advisory Planning Commission (APC)	October 28 at 7:00 p.m.
Special Corporate and Administrative Services Committee	October 29 at 9:30 a.m.
Recreation and Parks Service Advisory Committee (RPSAC)	October 29 at 5:00 p.m.
Policing Committee	November 2 at 9:00 a.m.
Transportation Committee	November 2 at 10:15 a.m.
Infrastructure Services Committee	November 5 at 1:30 p.m.
Planning and Development Committee	November 12 at 1:30 p.m.
Regular Board	November 12 at 7:30 p.m.

### Other SCRD Meetings (Intergovernmental, Public Hearings, Information Sessions)

Regional Economic Development Steering Committee	October 21 at 9:00 a.m.
SCRD and Skwxwú7mesh Nation Joint Meeting	November 6 at 10:00 a.m.

**Please note:** Meeting dates are current as of print date (October 16, 2015).



## SUNSHINE COAST REGIONAL DISTRICT

October 8, 2015

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

**PRESENT:**

Chair	G. Nohr
Directors	M. Lebbell
	L. Lewis
	F. Mauro
	B. Milne
	S. White
	K. Stamford (Alt)

**ALSO PRESENT:**

Chief Administrative Officer	J. Loveys
Treasurer	T. Perreault
GM, Infrastructure Services	B. Shoji
GM, Planning and Development	S. Olmstead
Chief Building Inspector	P. Preston
Manager, Transit and Fleet	G. Dykstra
Alternate Director, District of Sechelt	A. Lutes
Deputy Corp. Officer/Recorder	S. Reid
Media	0
Public	0

**CALL TO ORDER** 7:30 p.m.

**AGENDA** It was moved and seconded

380/15 THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes It was moved and seconded

381/15 THAT the Regular Board meeting minutes of September 10, 2015 be adopted as presented.

**CARRIED**

Special Minutes It was moved and seconded

382/15 THAT the Special Board meeting minutes of September 17, 2015 be adopted as presented.

**CARRIED**

**COMMUNICATIONS**

Dock Consultation    **It was moved and seconded**

383/15                    THAT the correspondence from Kevin Haberl, A/Director, Resource Authorizations, South Coast Natural Resource Region, Ministry of Forests, Lands and Natural Resource Operations regarding public consultation with Penner Pacific Advisory Services be received.

**CARRIED**

**REPORTS****Administrator's Report**

*CAO Loveys provided a verbal report of her activities.*

**Directors' Reports**

*Directors provided a verbal report of their activities.*

Community            **It was moved and seconded**

384/15                    THAT Community Services Committee recommendation Nos. 1-6 of September 17, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 1**    *Licence of Occupation*

THAT the report from the Parks Planning Coordinator titled 'Occupation of Public Highway – End of Roberts Creek Road' be received;

AND THAT the application for the extension of License No. 714854 with the Ministry of Transportation and Infrastructure for occupation of public highway at the end of Roberts Creek Road for a period of 5 years be approved;

AND FURTHER THAT the SCRD Board Chair and Corporate Officer be authorized to sign the Licence of Occupation No. 714854 for the end of Roberts Creek Road.

**Recommendation No. 2**    *Beach Ave Bikeway / Walkway – Request for Additional Funding*

THAT the report from the Parks Planning Coordinator titled 'Beach Ave Bikeway / Walkway – Request for Additional Funding' be received;

AND THAT the 2015 Financial Plan be amended to include \$21,000 from Area D Gas Tax for this project.

**Recommendation No. 3**    *2015 PHAFC 5% Reserve Contribution*

THAT the report from the Manager of Pender Harbour Aquatic and Fitness Centre titled '2015 Pender Harbour Aquatic and Fitness Centre 5% Reserve Contribution' be received;

384/15 cont. AND THAT the 5% Reserve contribution continue for the remainder of 2015 and be included as a base budget item;

AND FURTHER THAT 2015-2019 Financial Plan for the Pender Harbour Pool (function 625) be amended to fund the gym equipment replacement.

**Recommendation No. 4**     *PHAFC Accessibility Project*

THAT the report from the Manager of Pender Harbour Aquatic and Fitness Centre titled 'Pender Harbour Aquatic and Fitness Centre Accessibility Project' be received;

AND THAT the 2015 Financial Plan be amended to include the Enabling Accessibility Project for Pender Harbour Pool (function 625) in the amount of \$40,660 to be funded from grants (\$25,660) & reserves (\$15,000).

**Recommendation No. 5**     *Gibsons & District Fire Protection Commission Minutes*

THAT the Gibsons & District Fire Protection Commission Minutes of July 30, 2015 be received.

**Recommendation No. 6**     *Sunshine Coast Emergency Program Planning Committee Minutes*

THAT the Sunshine Coast Emergency Program Planning Committee Minutes of June 24, 2015 be received.

**CARRIED**

Corporate

**It was moved and seconded**

385/15

THAT Corporate and Administrative Services Committee recommendation Nos. 1-12 of September 17, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Budget Project Status Report – September 2015*

THAT the Acting Chief Administrative Officer's report titled "Budget Project Status Report July 2015" be received.

**Recommendation No. 2**     *2016-2020 Financial Plan Timetable*

THAT the Treasurer's report titled "2016-2020 Financial Plan Timetable" be received;

AND THAT the proposed timetable for the Financial Plan be approved as presented.

385/15 cont.

**Recommendation No. 3**     *Regional Roundtable on Sustainability  
Terms of Reference*

THAT the Sustainability and Education Coordinator's report titled "Regional Roundtable on Sustainability Terms of Reference" be received;

AND THAT a suggestion be made to the Regional Roundtable on Sustainability that Section 4.3c of the Terms of Reference could be amended to more clearly indicate that the Roundtable does not have the authority to speak on behalf of participating organizations.

**Recommendation No. 4**     *Ports Service Establishing Bylaw  
Amendment*

THAT the Manager, Legislative Services' report titled "Ports Service Establishing Bylaw Amendment" be received;

AND THAT Bylaw 1038.2 be revised to incorporate an effective date of January 1, 2017;

AND FURTHER THAT Bylaw 1038.2 be forwarded to the October 8, 2015 Board for three readings.

**Recommendation No. 5**     *History of Youth Engagement*

THAT the Manager, Legislative Services' report titled "History of Youth Engagement" be received.

**Recommendation No. 6**     *Rural Areas' Grant-in-Aid Policy*

THAT the Treasurer's report titled "Rural Areas' Grant-in-Aid Policy and Application – Amended" be received;

AND THAT the advertising for the Rural Areas' Grant-in-Aid be revised to mid-February to March;

AND THAT the clause under 1.0 "Without limiting the discretion of the SCR D..." be removed from the policy;

AND FURTHER THAT the Rural Areas' Grant-in-Aid Policy be approved as amended.

**Recommendation No. 7**     *Electoral Area A Proposed Library Function*

THAT staff report to a future Corporate and Administrative Services Committee regarding the feasibility of Electoral Area A establishing a Library Function.

**Recommendation No. 8**     *Director Constituency and Travel Expenses  
– August 2015*

THAT the Accounts Payable Technician's report titled "August 2015 Director Constituency and Travel Expenses" be received.

385/15 cont.      **Recommendation No. 9**      *Contracts between \$20,000 and \$100,000*

THAT the Purchasing Officer and Risk Manager's report titled "Contracts between \$20,000 and \$100,000 – to August 31, 2015" be received.

**Recommendation No. 10**      *Hardy Island Restructure Study Request*

THAT the Manager, Legislative Services' report titled "Hardy Island Restructure Study Request" be received;

AND THAT a letter be written to the proponent advising that the Sunshine Coast Regional District is not interested in pursuing the requested boundary change at this time.

**Recommendation No. 11**      *Gas Tax Agreement Community Works Fund*

THAT the correspondence from the Union of British Columbia Municipalities (UBCM) regarding the Gas Tax Agreement Community Works Fund Payment be received.

**Recommendation No. 12**      *Clean-up of Sunshine Coast Beach and Shoreline Debris*

THAT the correspondence from The Honourable Steven Thompson, Minister of Forests, Lands and Natural Resource Operations regarding the costs associated with the clean-up of debris floating near Sunshine Coast beaches or washed ashore, be received.

**CARRIED**

Infrastructure      **It was moved and seconded**

386/15      THAT Infrastructure Services Committee recommendation Nos. 1-5 of October 1, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Chapman Lake*

THAT the General Manager, Infrastructure Services' report dated September 16, 2015 titled "Chapman Lake Drought Mitigation Options Background" be received for information;

AND THAT the "Chapman Lake Drought Mitigation Options Background" report be provided to the next Joint Watershed Advisory Committee meeting for discussion.

**Recommendation No. 2**      *Source Assessment Response Plan Update (SARP)*

THAT the Environmental Technician's report dated September 17, 2015 titled "Chapman Creek Source Assessment Response Plan Update and Five Year Implementation Plan" be received for information.

386/15 cont.            **Recommendation No. 3**     *Backroad Trash Bash*

THAT the Zero Waste Coordinator’s report dated September 17, 2015 titled “2015 Backroad Trash Bash Event” be received for information.

**Recommendation No. 4**     *Monthly Report for September 2015*

THAT the Administrative Assistant’s report titled “Monthly Report for September 2015” be received for information.

**Recommendation No. 5**     *Transportation Advisory Committee Minutes (TAC)*

THAT the Transportation Advisory Committee meeting minutes of September 14, 2015 be received;

AND THAT the following recommendations therein be acted upon:

**Recommendation No. 4**     *Removal of Abandoned Vehicles*

*THAT a letter be written to the Ministry of Transportation and Infrastructure with an inquiry on how to deal with the issue of removing abandoned vehicles from roadsides on the Sunshine Coast.*

**Recommendation No. 5**     *Cyclist Awareness*

*THAT a letter be sent to ICBC regarding increasing driver awareness of cyclists and cyclist awareness of drivers on the Sunshine Coast.*

**Recommendation No. 6**     *Cycling Meeting*

*THAT the Sunshine Coast Regional District organize a meeting of the cycling community and interested parties on the coast to discuss cycling infrastructure issues and develop a list of items to be addressed to move forward in the coming year.*

**CARRIED**

Islands Trust            **It was moved and seconded**

387/15                    THAT the Joint Sunshine Coast Regional District – Gambier Island Local Trust Committee minutes of September 14, 2015 be received.

**CARRIED**

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

388/15                    THAT the Chief Building Inspector’s report regarding Building Division files requiring placement of a Notice on Title be received;



388/15 cont. AND THAT the property owner of Lot 6, Block 8, District Lot 1326 & 1327, Plan 7274, Group 1, NWD PID 010-678-832 Electoral Area B be given 30 days to come into compliance prior to the Manager of Legislative Services filing a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title.

**CARRIED**

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

389/15 THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of Lot 5 Except Part in Statutory Right of Way Plan 18688, Block 6, District Lot 903, Group 1, NWD PID 005-472-181 Electoral Area E.

**CARRIED**

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

390/15 THAT the Manager of Legislative Services be authorized to file a Notice at the Land Title Office stating that a resolution has been made under Section 57 of the *Community Charter* by the Sunshine Coast Regional District Board against title of Strata Lot 5, District Lot 3678, Plan LMS2571, Group 1, NWD PID 023-574-283 Electoral Area A.

**CARRIED**

Special Meeting **It was moved and seconded**

391/15 THAT the Treasurer's report titled "Special Meeting Request: be received;  
AND THAT a Special Corporate and Administrative Services Committee Meeting be scheduled for December 3, 2015.

**CARRIED**

## **MOTIONS**

APC Resignation **It was moved and seconded**

392/15 THAT the resignation of Grant McBain from the Area A Advisory Planning Commission be received.

**CARRIED**

APC Appointment **It was moved and seconded**

393/15 THAT Bob Small be appointed to the Area F Advisory Planning Commission for the remainder of the two-year term.

**CARRIED**

APC Resignation      **It was moved and seconded**

394/15                      THAT the resignation of Mike Comerford from the Area F Advisory Planning Commission be received;

AND THAT the resignation of Michele March from the Area F Advisory Planning Commission be received.

**CARRIED**

Meeting Cancellations      **It was moved and seconded**

395/15                      THAT the October 15, 2015 Community Services Committee meeting be cancelled;

AND THAT the October 15, 2015 Special Corporate and Administrative Services Committee meeting be cancelled.

**CARRIED**

**BYLAWS**

Bylaw 1038.2              **It was moved and seconded**

396/15                      THAT "Sunshine Coast Regional District Ports Local Service Amendment Bylaw No. 1038.2, 2015" be read a first time.

**CARRIED**

Bylaw 1038.2              **It was moved and seconded**

397/15                      THAT "Sunshine Coast Regional District Ports Local Service Amendment Bylaw No. 1038.2, 2015" be read a second time.

**CARRIED**

Bylaw 1038.2              **It was moved and seconded**

398/15                      THAT "Sunshine Coast Regional District Ports Local Service Amendment Bylaw No. 1038.2, 2015" be read a third time.

**CARRIED**

Bylaw 1079.1              **It was moved and seconded**

399/15                      THAT "Langdale Dock Service Amendment Bylaw No. 1079.1, 2015" be read a first time.

**CARRIED**

Bylaw 1079.1           **It was moved and seconded**

400/15                    THAT “Langdale Dock Service Amendment Bylaw No. 1079.1, 2015” be read a second time.

**CARRIED**

Bylaw 1079.1           **It was moved and seconded**

401/15                    THAT “Langdale Dock Service Amendment Bylaw No. 1079.1, 2015” be read a third time.

**CARRIED**

Bylaw 675.2            **It was moved and seconded**

402/15                    THAT “Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2, 2015” be read a third time.

**CARRIED**

Bylaw 310.160         **It was moved and seconded**

403/15                    THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.160, 2015” be read a third time.

**CARRIED**

Bylaw 310.148         **It was moved and seconded**

404/15                    THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.148, 2015” be read a second time as amended.

**CARRIED**

**NEW BUSINESS**

*The Board moved In Camera at 8:02 p.m.*

**IN CAMERA            It was moved and seconded**

405/15                    THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (g), (i) and (k) of the *Community Charter*, “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “litigation or potential litigation...”, “the receipt of advice that is subject to solicitor-client privilege...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”;

AND THAT Alice Lutes, Alternate Director, District of Sechelt be authorized to be in attendance for the In Camera Board meeting.

**CARRIED**

*The Board moved out of In Camera at 8:22 p.m.*

**Green Waste                    It was moved and seconded**

406/15                    THAT contracts be awarded as per Award Report for RFP 15 224 Green Waste Program (2015) according to Option B as follows:

- 1. a three year contract be awarded to Direct Disposal for Hauling Services in the amount of \$104,317;
- 2. a three year contract be awarded to Salish Soils for Green Waste Processing in the amount of \$486,000;

AND THAT the Drop-off Facility be removed from the scope of work as issued in RFP 15 244;

AND THAT staff be directed to negotiate with the Town of Gibsons to continue providing the Drop-off Facility for the Green Waste Recycling Program to June 30, 2016;

AND FURTHER THAT the \$27,000 increase to the Green Waste Recycling Program be funded from taxation.

**CARRIED**

**ADJOURNMENT                    It was moved and seconded**

407/15                    THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:22 p.m.

Certified correct \_\_\_\_\_

Corporate Officer

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

\_\_\_\_\_

Chair

## SCRD STAFF REPORT

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**DATE:** October 22, 2015  
**TO:** Regular Board – October 22, 2015  
**FROM:** Janette Loveys – Chief Administrative Officer  
**RE:** **CHIEF ADMINISTRATIVE OFFICER’S REPORT**

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### RECOMMENDATION

**THAT the Chief Administrative Officer’s report be received for information.**

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This report provides information on the activities of the CAO.

This report is not intended to be an exclusive summary of all the various meetings and/or work completed but rather an overview of the key objectives and focus of the CAO. Staff welcome questions.

- **Staff Capacity Building Focused on Report Writing:**

Staff are in the process of redefining the SCRD report template in order to provide linkages to the Board’s Strategic Plan, alternatives with financial impacts, public comments and a level of consistency between the Standing Committees. Staff will participate in mandatory report writing sessions in order to improve our written communication skills to ensure information is presented in a comprehensive and balanced manner. It is anticipated that the roll out for this process improvement will occur by January 2016.

- **Public Engagement:**

Since September 18<sup>th</sup>, numerous residents and community partners have contacted the CAO’s office seeking an opportunity to discuss a number of topics and issues which are important to them. This has proven to be a good learning and listening exercise, as well as an opportunity to gain a better understanding of the relationships of the SCRD in the wider community.

- **SCRD Staff Survey:**

The 2015 SCRD Staff Survey was held from September 15 – 30 and a total of 225 invitations were sent out to staff on the payroll as of September 30, 2015. There were 165 completed surveys returned for a response rate of 73%. Human Resource staff are still analyzing the data and plan to report back to staff mid-November in a joint presentation with the CAO. Communication was the one issue identified by staff as requiring improvement. The Senior Leadership Team will also be using the information to formulate a plan to address gaps.

- **2016 Budget Preparations:**

Leading up to the 2016 budget deliberations, the CAO will continue to dedicate time, with the assistance of Finance and departmental staff, analyzing work plans and operating budgets in an effort to understand services levels and financial sustainability. 2016 Work Plans for Regional Services are scheduled to be presented on Thursday October 29. Staff are working to ensure these plans align with the Board’s Strategic Plan and are realistic in terms of capacity and priorities.

- **Internal Process Improvement Review:**

Staff have engaged in an exercise of reviewing the internal working process to ensure there is value and productivity connected to moving the organization forward. This will be ongoing over the coming weeks.

- **Concurrent GM Community Services**

The CAO role is concurrent to the GM Community Services and this is seen as an opportunity to examine the organizational structure.

- **BC Hydro Power Smart Recognition Award**

BC Hydro presented the SCRD with Power Smart Recognition awards for the Field Road HVAC Improvement and the Sechelt Aquatic Centre Lighting Retrofit projects on October 15, 2015. The SCRD will also be recognized at the October 27<sup>th</sup> Power Smart Forum for our 2014 results, which placed us second out of all participating local governments.

**Attended:**

- Sechelt Hospital Expansion Governance Committee meeting on October 13.

**Upcoming External Activities:**

- Howe Sound Community Forum on Friday, October 16.
- Regional Economic Development Steering Committee meeting on October 21.
- Recreation and Parks Services Advisory meeting on October 29.
- Skwxwú7mesh Nation Joint meeting on November 6<sup>th</sup>.

**SUNSHINE COAST REGIONAL DISTRICT  
PLANNING AND DEVELOPMENT COMMITTEE  
October 8, 2015**

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

<b>PRESENT:</b>	Chair Directors	I. Winn F. Mauro G. Nohr M. Lebbell L. Lewis B. Milne S. White
<b>ALSO PRESENT:</b>	CAO GM, Planning and Development Senior Planner Senior Planner Planner Chief Building Inspector/Bylaw Enforcement Manager Alt. Director, District of Sechelt Alt. Director, Electoral Area F Recording Secretary Public Press	J. Loveys S. Olmstead D. Rafael (part) A. Allen (part) M. Stjepovic (part)  P. Preston (part) A. Lutes K-L. Stamford A. Ruinat 3 (part) 0

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

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

**REPORTS**

**Recommendation No. 1**        *Regional Economic Development Steering Committee Meeting of September 29, 2015*

The Planning and Development Committee recommended that the GM, Planning and Development report dated September 30, 2015 and titled "Regional Economic Development Steering Committee Meeting of September 29, 2015" be received;

AND THAT the Regional Economic Development Steering Committee Meeting Notes of September 29, 2015 be received.

**Recommendation No. 2**        *Community Amenity Contribution Policy for Independent Power and Resource Projects*

The Planning and Development Committee recommended that the staff report dated October 1, 2015 and titled "Community Amenity Contribution Policy for Independent Power and Resource Projects" be received;

AND THAT the following amendments be made to the policy prior to adoption:

REASON FOR POLICY: To provide guidance for the Board, SCRD, staff and proponents regarding negotiating community **amenity** contributions.

2.4 The policy applies to projects regardless of whether a ~~provincial~~ **formal** environmental assessment is required.

2.5 The policy applies to projects regardless of whether an amendment to SCRD Official Community Plans **and/or** zoning bylaws is required.

5.1 The Director(s) representing the area(s) where the project is proposed will take the lead **to facilitate discussions** in determining the disbursement of the contribution.

AND FURTHER THAT the SCRD Board adopt the *Sunshine Coast Regional District Community Amenity Contribution Policy for Independent Power and Resource Projects* as amended.

*Director White opposed.*

**Recommendation No. 3**      *History of BCTS-SCRD Recommendations and Correspondence*

The Planning and Development Committee recommended that the staff report dated September 23, 2015 and titled "History of BCTS-SCRD Recommendations and Correspondence" be received.

**Recommendation No. 4**      *Development Permit with a Variance No. D-137 (Mullock for Schober)*

The Planning and Development Committee recommended that the staff report dated September 28, 2015 and titled "Development Permit with a Variance No. D-137 (Mullock for Schober)" be received;

AND THAT a decision regarding Development Permit with a Variance Application No. D-137 (Mullock for Schober) be deferred until the Area D Advisory Planning Commission has had more time to review the site plan and variance request.

**Recommendation No. 5**      *Agricultural Land Reserve Application # D-59  
(Green for 1312 Lands Inc.)*

The Planning and Development Committee recommended that the staff report dated October 1, 2015 and titled "Agricultural Land Reserve Application # D-59 (Green for 1312 Lands Inc.) for Subdivision within the ALR at District Lot 1312, Roberts Creek (Area D)" be received;

AND THAT the Board supports ALR # D-59 as currently proposed with a voluntary community amenity contribution of \$75,000 to be used to support agriculture on the Sunshine Coast;

AND THAT the proponent be advised to submit a rezoning application to amend the zoning designation from Rural Four (Rural Forest) to a more appropriate zoning designation;

AND FURTHER THAT the Board resolution be forwarded to the Agricultural Land Commission and the applicant.

**Recommendation No. 6**      *Planning and Development Division Monthly Report – Sept. 2015*

The Planning and Development Committee recommended that the report titled "Planning and Development Division Monthly Report September 2015" be received.



**MINUTES****Recommendation No. 7**     *Agricultural Advisory Committee Minutes – September 22, 2015*

The Planning and Development Committee recommended that the Agricultural Advisory Committee Minutes of September 22, 2015 be received.

**REPORTS****Recommendation No. 8**     *Bylaw Notice Enforcement Ticketing System (BEN)*

The Planning and Development Committee recommended that the Chief Building Inspector/ Bylaw Enforcement Manager report dated September 24, 2015 and titled “Bylaw Enforcement Notice Ticketing System, (BEN)” be received;

AND THAT staff be directed to fully implement the BEN Ticketing System into the remaining regulatory bylaws of the Regional District;

AND THAT staff be directed to review and update the BEN bylaw and the designated bylaw contraventions and penalties for the various Regional District’s bylaws;

AND FURTHER THAT staff be directed to commence public information sessions to ensure that the BEN Ticketing system is understood amongst residents.

*Director Lewis opposed.*

*The Committee recessed at 3:08 p.m. and reconvened at 3:18 p.m.*

**MINUTES****Recommendation No. 9**     *Natural Resources Advisory Committee Minutes – Sept. 16, 2015*

The Planning and Development Committee recommended that the Natural Resources Advisory Committee Minutes of September 16, 2015 be received;

AND THAT Recommendation Nos. 4, 5, and 7 from the Natural Resources Advisory Committee Minutes of September 16, 2015 be adopted and acted upon as follows:

**Recommendation No. 4: - Agency Referral of Bylaw 310.165 – Narrows Inlet Hydro Project**

That the SCR D carry forward with Option 1: Bylaw 310.165 receives First Reading and Engagement Commences.

**Recommendation No. 5: - Agency Referral of Bylaw 310.165 – Narrows Inlet Hydro Project**

That the SCR D recommends BluEarth Renewables Inc. provide Ramona Creek landowners with an information package and offer direct avenues for Ramona Creek owners to come forward with questions and concerns.

**Recommendation No. 7: - Proposed Recovery Strategy for Red Knot and Proposed Management Plans for Oldgrowth Speckleberry Lichen, Bandtailed Pigeon and Pacific Great Blue Heron, Species at Risk.**

That the SCR D explore methods to improve public education about species at risk in the district.

**Recommendation No. 10**    *Roberts Creek (Area D) APC Minutes – September 28, 2015*

The Planning and Development Committee recommended that the Roberts Creek (Area D) APC Minutes of September 28, 2015 be received.

**COMMUNICATIONS**

**Recommendation No. 11**    *Halfmoon Bay – Chatelech Community School Association Information and Referral Centre Project Progress Report and Economic Development Funding Request*

The Planning and Development Committee recommended that the correspondence from Wendy Pearson, Coordinator, Halfmoon Bay – Chatelech Community School Association and Halfmoon Bay Information and Referral Centre dated September 30, 2015 regarding Project Progress report and Economic Development funding request be received;

AND THAT the Halfmoon Bay – Chatelech Community School Association be funded \$3,000 for the Halfmoon Bay Information and Referral Project from Area B Economic Development [532].

**IN CAMERA**

*The Committee moved to In-Camera at 3:23 p.m.*

*THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) of the Community Charter – “the acquisition, disposition or expropriation of land or improvements...”;*

*AND THAT Alice Lutes, Alternate Director for the District of Sechelt and Kate-Louise Stamford, Alternate Director for Electoral Area F be authorized to be in attendance for the In Camera meeting.*

*The Committee moved out of In-Camera at 4:04 p.m.*

**ADJOURNMENT    4:04 p.m.**