



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, JULY 25, 2019

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of July 11, 2019

Annex A
Pages 1-8

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Planning and Community Development Committee recommendation Nos. 1, 2, 4-8, 10-20 and 22- of July 11, 2019 (*recommendation Nos. 3, 9 and 21 previously adopted*) Annex B
pp 9-16
4. Infrastructure Services Committee recommendation Nos. 1-7 of July 18, 2019 Annex C
pp 17-19
5. Chief Building Official – Notice on Title Annex D
pp 20-21

COMMUNICATIONS

MOTIONS

BYLAWS

6. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 – first reading*
(**Voting – Electoral Area Directors – 1 vote each**) Annex E
pp 22-23

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- | | | |
|----|--|---------------------|
| 7. | <i>Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019 – adoption</i>
(Voting – Electoral Area Directors – 1 vote each) | Annex F
pp 24-25 |
| 8. | <i>Sunshine Coast Regional District Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019 – adoption</i>
(Voting – Electoral Area Directors – 1 vote each) | Annex G
pp 26-27 |

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”, “the receipt of advice that is subject to solicitor-client privilege...”.

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to August 31, 2019)

Ports Monitoring Committee	July 19 at 10:00 am
Agricultural Advisory Committee (AAC)	July 23 at 3:30 pm
Elphinstone (Area E) Advisory Planning Commission	July 23 at 7:00 pm
Halfmoon Bay (Area B) Advisory Planning Commission	July 23 at 7:00 pm
West Howe Sound (Area F) Advisory Planning Commission	July 23 at 7:00 pm
Corporate and Administrative Services Committee	July 25 at 9:30 am
Regular Board	July 25 at 1:30 pm
Regional Hospital District	July 25 to follow Board meeting
Egmont/Pender Harbour (Area A) Advisory Planning Commission	July 31 at 7:00 pm

Please note: Meeting dates are current as of print date (July 19, 2019). Please note there are no scheduled meetings in the month of August.



SUNSHINE COAST REGIONAL DISTRICT

July 11, 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.

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
	Deputy Corporate Officer / Recorder	S. Reid
	Media	2
	Public	10

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

191/19 THAT the agenda for the meeting be adopted as amended to add:

- Water Supply Update.

CARRIED

MINUTES

Minutes It was moved and seconded

192/19 THAT the Regular Board meeting minutes of June 27, 2019 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Single-Use Plastics **It was moved and seconded**

193/19 THAT a letter be sent to the Federal government advocating for the implementation of regulations to reduce single-use plastics and disposable plastic packaging.

CARRIED

PRESENTATIONS AND DELEGATIONS

Robin Merriott, Sunshine Coast Highway Society, addressed the Board to request a letter of support for a new Sunshine Coast Highway.

Delegation **It was moved and seconded**

194/19 THAT the Sunshine Coast Highway Society delegation materials be received.

CARRIED

Letter of Support **It was moved and seconded**

195/19 THAT a meeting with the Minister of Transportation and Infrastructure be scheduled at the Union of BC Municipalities conference to discuss construction of a highway on the southern Sunshine Coast;

AND THAT a letter be sent to the Province indicating SCRD support for construction of a highway on the southern Sunshine Coast and incorporates considerations arising from the provincial Corridor Study that is currently underway.

Director Tize opposed

CARRIED

The GM, Infrastructure Services provided an update on the Chapman water supply.

REPORTS

Corporate **It was moved and seconded**

196/19 THAT Corporate and Administrative Services Committee recommendation Nos. 1, 2, 6-10, 12-14 and 16 of June 27, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Budget Project Status Report – June 2019*

THAT the report titled Budget Project Status Report – June 2019 be received.

196/19 cont.

Recommendation No. 2 *2018 Sunshine Coast Regional District Corporate Annual Report*

THAT the report titled 2018 Sunshine Coast Regional District (SCRD) Corporate Annual Report be received;

AND THAT the 2018 Annual Report be approved for distribution.

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

THAT the report titled 2019 Rural Areas' Grant-in-Aid Debrief be received.

Recommendation No. 7 *Rural Areas' Grant-in-Aid Bursaries*

THAT the bursary contribution provided to each of the four secondary schools be reviewed in the 2020 budget;

AND THAT the process for offering bursaries to each of the Secondary Schools be reviewed to provide options regarding criteria and include past Board motions which established the framework for the process.

Recommendation No. 8 *Rural Areas' Grant-in-Aid Policy*

THAT the Rural Areas' Grant-in-Aid Policy be amended to update Section 3 to *Local Government Act 263(1)(c)* and consider wording in Section 2 related to "unacceptable liability".

Recommendation No. 9 *Rural Areas' Grant-in-Aid – Elphinstone Community Association*

THAT the Elphinstone Community Association approved 2019 grant-in-aid for \$5,000 be paid prior to the Rural Areas' Grant-in-Aid Policy payment date of August 1, 2019.

Recommendation No. 10 *Rural Areas' Grant-in-Aid Request for Roberts Creek Daze*

THAT the report titled Roberts Creek Community Association Rural Areas' Grant-in-Aid Request for Roberts Creek Daze be received;

AND THAT the Roberts Creek Community Association be funded \$1,200 from Rural Areas' Grant-in-Aid functions as follows:

- \$750 from Electoral Area D [127]
- \$200 from Electoral Area E and F [123]
- \$100 from Electoral Area A [121]
- \$150 from Electoral Area B [122].

196/19 cont. **Recommendation No. 12** *Pender Harbour Ranger Station Lease Renewals*

THAT the report titled Pender Harbour Ranger Station Lease Renewals be received;

AND THAT leases for the Serendipity Child Development Society, Harbour Gallery, and Pender Harbour Reading Centre be renewed for a three year term;

AND FURTHER THAT the Sunshine Coast Regional District's delegated authorities be authorized to execute the lease renewals.

Recommendation No. 13 *Water Dialogues 2019*

THAT the report titled Water Dialogues 2019 be received;

AND THAT staff report to the July 2019 Infrastructure Services Committee meeting with a proposal and the resource implications of providing 2019 drought management debriefs to Community Associations in the fall of 2019.

Recommendation No. 14 *Water Dialogues 2019*

THAT staff review the options presented in the Impact Resolutions "A New, Integrated Approach: Sunshine Coast Regional District Water Public Participation Events" and report back with the results of the analysis to a future Infrastructure Services Committee;

AND THAT the Impact Resolutions report be forwarded to the Municipal councils.

Recommendation No. 16 *Resolution to Restore Provincial Support for Libraries*

THAT the report titled Resolution to Restore Provincial Support for Libraries be received;

AND THAT a letter be sent to the Minister of Education, UBCM and the Premier in support of the City of Victoria's resolution to Restore Provincial Library Support.

CARRIED

Planning **It was moved and seconded**

197/19 THAT Planning and Community Development Committee recommendation Nos. 3, 9 and 21 of July 11, 2019 be received, adopted and acted upon as follows:

197/19 cont.

Recommendation No. 3 *ALC Application 58605 (Morgan)*

THAT the report titled Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be received;

AND THAT ALC Application 58605 be returned to the applicant with a request to provide more information with respect to:

- Verify the location and size of the portion of land within the subject parcel as proposed to be excluded from the ALR by the applicant;
- Size of the buildings on the subject parcel;
- Current agricultural uses on the subject parcel;
- Any other information requested in the application to the Agricultural Land Commission.

Recommendation No. 9 *Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko / Capacity Forest Management)*

THAT the report titled Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko / Capacity Forest Management) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at Killam Bay, Provincial Referral Number 2412201:

- a. SCRD will require a building permit and/or a development variance permit if any structures are to be constructed to access the facility.
- b. An environmental monitoring plan should be implemented during the construction and operation of the site.
- c. Include potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
- d. Include measures to protect recreational and visual values in the project management plan.
- e. Ensure that *shíshálh* Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.
- f. Any Critical Habitat such as eelgrass beds in or near the tenure area should be identified and protected.

197/19 cont.

g. Water quality should not be impacted by log handling, camp operations, maintenance or construction activities, materials or fuel storage.

h. Implement *shíshálh* Nation Best Management Practices for building and maintaining moorage facilities to protect the foreshore ecosystems.

i. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRD regulations at the time.

j. That an appropriate bond be requested of the applicant in order to ensure restoration of the tenure area.

k. Marine discharge of grey and black water should only be considered if the appropriate permits and approvals of BC Ministry of Environment are in place.

l. That the timing window for nesting birds be added to the list of considerations and best management practices.

AND THAT comments from the SCRD Natural Resources Advisory Committee and the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry.

Recommendation No. 21 *Letter of Support – Halfmoon Bay Community Association*

THAT correspondence from Don Cunliffe, Halfmoon Bay Community Association, dated July 3, 2019 regarding request for letter of support for Sunshine Coast Community Forest funding application be received;

AND THAT the SCRD provide a letter of support to the Halfmoon Bay Community Association for the application for legacy funds from the Sunshine Coast Community Forest (SCCF) to be used to support the Coopers Green Community Hall replacement project.

CARRIED

Grant-in-Aid

It was moved and seconded

198/19

THAT the report titled 2019 Rural Areas' Grant-in-Aid for Roberts Creek Mandala Society be received;

AND THAT the Roberts Creek Mandala Society grant of \$3,700 be issued prior to the Rural Areas' Grant-in-Aid Policy payment date due to the event taking place in July 2019.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 2:53 p.m.

IN CAMERA It was moved and seconded

199/19 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (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...”, “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 4:20 p.m.

Officer Appointments It was moved and seconded

200/19 THAT the execution of a service agreement with Mark Brown to act as Interim Chief Administrative Officer with a term through to October 31, 2019 be approved;

AND THAT Mark Brown be appointed Interim Chief Administrative Officer effective July 15, 2019;

AND THAT the appointment of Angie Legault as Interim Chief Administrative Officer be rescinded effective July 15, 2019;

AND FURTHER THAT the appointment of Angie Legault as Corporate Officer be rescinded effective July 27, 2019.

CARRIED

ADJOURNMENT It was moved and seconded

201/19 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:20 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE**

July 11, 2019

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

PRESENT:	Chair Directors	B. Beamish A. Tize L. Lee L. Pratt D. McMahon M. Hiltz D. Siegers T. Lamb
ALSO PRESENT:	Interim Chief Administrative Officer GM, Planning and Community Development Manager, Planning and Development Senior Planner Planner Administrative Assistant / Recording Secretary Public Media	A. Legault I. Hall A. Allen Y. Siao (part) J. Clark (part) A. O'Brien 15 (part) 2

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended as follows:

- Agenda Item #8 moved to follow Item #4
- Add item of New Business:- \$75,000 Community Amenity Contribution

PRESENTATIONS and DELEGATIONS

John Roe, Dead Boat Disposal Society, addressed the Committee to request collaboration with the SCRD to inventory and remove derelict boats on the Sunshine Coast through the Transport Canada Abandoned Boat Program.

The Chair thanked Mr. Roe for his presentation.

Recommendation No. 1 *The Dead Boat Disposal Society delegation*

The Planning and Community Development Committee recommended that staff provide a report to a Q3 or early Q4 Committee regarding a potential program delivery and funding model for working in partnership with the Dead Boat Disposal Society in 2020.

PRESENTATIONS and DELEGATIONS

Matthew Marquette, resident of West Howe Sound presented to the Committee regarding Agricultural Land Commission (ALC) Application 58605 Land Exclusion from and Inclusion into Agricultural Land Reserve (ALR). Mr. Marquette expressed concerns with the application due to inconsistencies with the size and location of the parcel/subject property, process transparency and location of notification signage, concern that land exclusion is for housing development, loss of agricultural land, farmability of land and soil capability.

David Morgan, Applicant/Owner, presented to the Committee regarding ALC Application 58605 Land Exclusion from and Inclusion into ALR. Mr. Morgan summarized the intent of the application to create a larger contiguous portion of agricultural land and to build an equestrian area and home for his daughter. Mr. Morgan noted the recent land survey (size/location), Agrologist soil pit test and soil classification report of the proposed portion for exchange.

Recommendation No. 2 *ALC Application 58605 (Morgan)*

The Planning and Community Development Committee recommended that the delegation materials supplied by David Morgan - "West Howe Sound Official Settlement Plan, Brian McBride, ALC Agrologist, February 6, 1986", soil pit test results and photographs be received.

REPORTS**Recommendation No. 3** *ALC Application 58605 (Morgan)*

The Planning and Community Development Committee recommended that the report titled Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be received;

AND THAT ALC Application 58605 be returned to the applicant with a request to provide more information with respect to:

- Verify the location and size of the portion of land within the subject parcel as proposed to be excluded from the ALR by the applicant;
- Size of the buildings on the subject parcel;
- Current agricultural uses on the subject parcel;
- Any other information requested in the application to the Agricultural Land Commission

AND FURTHER THAT the recommendation be forwarded to the Regular Board Meeting of July 11, 2019.

Recommendation No. 4 *Private Moorage in Secret Cove (Pope for Brynelsen)*

The Planning and Community Development Committee recommended that the report titled Provincial Referrals – Revised Recommendation for Private Moorage in Secret Cove (Pope for Brynelsen) be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands Natural Resource Operations and Rural Development:

- a. The SCRCD has no objection to approval of the existing residential private moorage fronting Strata Lot 1 - Crown File 2411830 and the existing residential private moorage fronting the Common Property - Crown File 2411832, as these moorage facilities were established before the adoption of Zoning Bylaw No. 310, and are considered legal non-conforming;
- b. The following additional conditions apply to permissions for Crown Files 2411830 and 2411832:
- i. The proposed new residential private moorage fronting Strata Lot 2 - Crown File 2411831 be denied;
 - ii. SCRCD will require a building permit and/or a development variance permit if any new structures are constructed for the moorage facilities;
 - iii. SCRCD mapping does not indicate any eelgrass beds in the vicinity. Eelgrass beds in or near the tenure areas should be identified and protected;
 - iv. Water quality should not be impacted by maintenance or construction activities, materials or fuel storage;
 - v. There is a history of strong community interest in maintaining public access for shellfish harvesting in this area, as well as for recreational boating and emergency refuge. Docks and associated tenure areas should be designed to ensure public access along the foreshore and adequate open water for navigation is maintained;
 - vi. The proponent should implement both the Province's and the shíshálh Nation's Best Management Practices for building moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems.

The Committee recessed at 10:40 a.m. and reconvened at 10:50 a.m.

Recommendation No. 5 *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 (Morrissey – 2284 Pixton Rd)*

The Planning and Community Development Committee recommended that the report titled Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019 (Morrissey – 2284 Pixton Rd) Consideration of First Reading – Electoral Area D be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.187, 2019* be forwarded to the Board for consideration of First Reading;

AND THAT pursuant to Section 475 of the *Local Government Act* the bylaw be referred to the following agencies for consultation:

- Roberts Creek Advisory Planning Commission;
- Roberts Creek Official Community Plan Committee;
- Roberts Creek Volunteer Fire Department;
- Sk̓wx̓wú7mesh Nation;
- Ministry of Transportation & Infrastructure; and
- Vancouver Coastal Health

AND FURTHER THAT a Public Information Meeting be held with respect to Bylaw No. 310.187, 2019 prior to consideration of Second Reading.

Recommendation No. 6 *Planning & Community Development Department 2019 Q2 Report*

The Planning and Community Development Committee recommended that the report titled Planning and Community Development Department – 2019 Q2 Report be received.

Recommendation No. 7 *Sechelt Landfill Green House Gas Emissions Update*

The Planning and Community Development Committee recommended that a report be provided that identifies the calculation methodology for greenhouse gas emissions for the Sechelt landfill, impact of organics diversion and how landfill emissions factor into the SCRD community GHG target;

AND THAT the report include a copy of the July 2, 2015 Infrastructure Services Committee staff report titled “Sechelt Landfill Gas to Energy Innovation Project – Update” for information and discussion on possible next steps.

Recommendation No. 8 *Active Transportation Infrastructure Memorandum of Understanding*

The Planning and Community Development Committee recommended that the report titled Active Transportation Infrastructure Memorandum of Understanding – Ministry of Transportation and Infrastructure be received;

AND THAT the Memorandum of Understanding be reviewed by staff to address SCRD Board concerns as follows:

- Reference to the Province’s Active Transportation Strategy
- Unique status/needs for Highway 101
- Ministry of Transportation and Infrastructure’s mandate to provide public road infrastructure to all road users
- The District of Sechelt to be included as one of the referenced member municipalities

AND THAT the Memorandum of Understanding be referred to the Municipal Insurance Association of BC for comment on SCRD liability (Section 11);

AND FURTHER THAT staff report to a future Committee with respect to feedback from other local governments on the Memorandum of Understanding process.

Recommendation No. 9 *Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko / Capacity Forest Management)*

The Planning and Community Development Committee recommended that the report titled Provincial Referral CRN00085 for Log Handling, Storage and Floating Work Camp (Tsain-Ko / Capacity Forest Management) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, the Sunshine Coast Regional District has no objection to the proposed log handling facility located at Killam Bay, Provincial Referral Number 2412201:

- a. SCRDR will require a building permit and/or a development variance permit if any structures are to be constructed to access the facility.
- b. An environmental monitoring plan should be implemented during the construction and operation of the site.
- c. Include potential navigational concerns resulting from escaped logs or related wood debris and the collection of any lost wood debris in the project management plan.
- d. Include measures to protect recreational and visual values in the project management plan.
- e. Ensure that *shísháhlh* Nation's comments are addressed and that any work undertaken complies with the *Heritage Conservation Act*.
- f. Any Critical Habitat such as eelgrass beds in or near the tenure area should be identified and protected.
- g. Water quality should not be impacted by log handling, camp operations, maintenance or construction activities, materials or fuel storage.
- h. Implement *shísháhlh* Nation Best Management Practices for building and maintaining moorage facilities to protect the foreshore ecosystems.
- i. Complete restoration of the tenure area should be undertaken upon closure of the log booming sites, including the removal of all industrial equipment and potential contaminants to be disposed of in accordance with all provincial and SCRDR regulations at the time.
- j. That an appropriate bond be requested of the applicant in order to ensure restoration of the tenure area.
- k. Marine discharge of grey and black water should only be considered if the appropriate permits and approvals of BC Ministry of Environment are in place.
- l. That the timing window for nesting birds be added to the list of considerations and best management practices.

AND THAT Comments from the SCRDR Natural Resources Advisory Committee and the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of July 11, 2019.

Recommendation No. 10 *Frontage Waiver FRW00004 (Carroll for Wakeford)*

The Planning and Community Development Committee recommended that the report titled Frontage Waiver FRW00004 (Carroll for Wakeford) – Electoral Area E be received;

AND THAT the requirement for 10 percent perimeter road frontage for the proposed creation of Lots 1 – 7 in the subdivision of Lots D and E, NW 1/4 District Lot 908, Plan VAP21534 be waived.

Recommendation No. 11 *Frontage Waiver FRW00005 (Largo Road Community Development LTD)*

The Planning and Community Development Committee recommended that the staff report titled Frontage Waiver FRW00005 (Largo Road Community Development LTD) – Electoral Area D be received;

AND THAT the requirement for 10 percent perimeter road frontage for the proposed creation of Lots 5 – 7 in the subdivision of Lot 6, Except Portions in Reference Plan 3805 and Plan 9563, 11675 and 12209 Block A District Lot 809 Plan 8503 be waived.

Recommendation No. 12 *Gibsons & District Fire Protection Commission Amended Terms of Reference*

The Planning and Community Development Committee recommended that the staff report titled Gibsons and District Fire Protection Commission Amended Terms of Reference be received;

AND THAT the Terms of Reference be approved subject to any feedback from the Town of Gibsons.

Recommendation No. 13 *AAC Minutes of June 11, 2019*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee minutes of June 11, 2019 be received;

AND THAT Agricultural Advisory Committee Recommendation No. 2 of June 11, 2019 be adopted and acted upon as follows:

Recommendation No. 2 *Notice of Motion – Cannabis Production in the ALR*

The Agricultural Advisory Committee requests that the Ministry of Agriculture and the Agricultural Land Commission consider a moratorium on all non-soil bound licensed dark site cannabis production in the ALR until such time as local governments can create or amend local bylaws and regulations.

Recommendation No. 14 *Guidelines for Legal Cannabis Industry*

The Planning and Community Development Committee recommended that staff liaise with other Regional Districts regarding developing guidelines for a legal cannabis industry on the Sunshine Coast, including recommendations on managing concrete-based dark sites.

Recommendation No. 15 *AAC Minutes of June 25, 2019*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee minutes of June 25, 2019 be received;

AND THAT Agricultural Advisory Committee Recommendation Nos. 2 and 3 of June 25, 2019 be referred to staff for comment as follows:

Recommendation No. 2 *Agricultural Land Commission Legislation Changes to Bill 15*

The Agricultural Advisory Committee recommended that the Ministry of Agriculture and the

Agricultural Land Commission recognize and include landowners, as defined persons under all ALC and ALR legislation;

AND THAT owners of ALR land be provided the ability to apply for an appeal process for rejected applications from the ALC.

Recommendation No. 3 *Agricultural Land Commission Legislation Changes to Bill 52*

The Agricultural Advisory Committee recommended that, in order to promote economic viability of farm operations, a maximum two dwellings should be permitted on a parcel, not to exceed the current 500m² floor area limit.

Recommendation No. 16 *NRAC Minutes of June 27, 2019*

The Planning and Community Development Committee recommended that the Natural Resource Advisory Committee minutes of June 27, 2019 be received;

AND THAT Natural Resource Advisory Committee Recommendation Nos. 2, 3 and 4 of June 27, 2019 be adopted and acted upon as follows:

Recommendation No. 2 *BC Timber Sales (BCTS) Operations Plan 2019 – 2023*

The Natural Resource Advisory Committee recommended that the spatial data regarding Bio-Inventory and wetland survey data be shared with NRAC.

Recommendation No. 3 *BC Timber Sales (BCTS) Operations Plan 2019 – 2023*

The Natural Resource Advisory Committee recommended that BCTS be requested to consider and be sensitive to tourism peak seasons in their operations.

Recommendation No. 4 *BC Timber Sales (BCTS) Operations Plan 2019 – 2023*

The Natural Resource Advisory Committee recommended that BCTS be requested to provide the SCRDC more details on the type of logging proposed such as tree species, type of block design, and type of equipment to be used.

Recommendation No. 17 *Area A APC Minutes of June 19, 2019*

The Planning and Community Development Committee recommended that the Egmont/ Pender Harbour Advisory Planning Commission minutes of June 19, 2019 be received.

Recommendation No. 18 *Area B APC Minutes of June 25, 2019*

The Planning and Community Development Committee recommended that the Halfmoon Bay Advisory Planning Commission minutes of June 25, 2019 be received.

Recommendation No. 19 *Area E APC Minutes of June 26, 2019*

The Planning and Community Development Committee recommended that the Elphinstone Advisory Planning Commission minutes of June 26, 2019 be received;

AND THAT Elphinstone Advisory Planning Commission Recommendation No. 3 of June 26, 2019 be adopted and acted upon prior to the next APC appointment schedule, as follows:

Recommendation No. 3 *Advisory Planning Commission Meeting Attendance*

The Elphinstone Advisory Planning Commission recommended that the Sunshine Coast Regional District put an attendance clause in the APC Bylaw No. 453.

AND THAT three consecutive un-excused absences be considered for the attendance clause.

Recommendation No. 20 *Area F APC Minutes of June 25, 2019*

The Planning and Community Development Committee recommended that the West Howe Sound Advisory Planning Commission minutes of June 25, 2019 be received.

COMMUNICATIONS

Recommendation No. 21 *Letter of Support – Halfmoon Bay Community Association*

The Planning and Community Development Committee recommended that the correspondence from Don Cunliffe, Halfmoon Bay Community Association, dated July 3, 2019 regarding request for letter of support for Sunshine Coast Community Forest funding application be received;

AND THAT the SCRDP provide a letter of support to the Halfmoon Bay Community Association for the application for legacy funds from the Sunshine Coast Community Forest (SCCF) to be used to support the Coopers Green Community Hall replacement project;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of July 11, 2019.

NEW BUSINESS

Recommendation No. 22 *Community Amenity Contribution for Agriculture*

The Planning and Community Development Committee recommended that staff research options and seek advice from the Agricultural Advisory Committee regarding uses for the community amenity contribution, such as helping farmers with water, and report back to Committee.

The Board Chair acknowledged and thanked Andrew Allen, Manager, Planning and Development for his contribution to the Sunshine Coast Regional District.

ADJOURNMENT 12:24 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE**

July 18, 2019

RECOMMENDATIONS FROM THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975
FIELD ROAD, SECHELT, BC

PRESENT:	Chair	D. McMahon
	Directors	M. Hiltz L. Lee A. Paul (part) L. Pratt A. Tize T. Lamb B. Beamish D. Siegers
ALSO PRESENT:	Interim Chief Administrative Officer	M. Brown
	General Manager, Infrastructure Services	R. Rosenboom
	Solid Waste Programs Coordinator	A. Patrao (part)
	Recording Secretary	T. Ohlson
	Media	1
	Public	5

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

PRESENTATIONS and DELEGATIONS

Ian Winn and Ruth Simons, Howe Sound Biosphere Region Initiative Society addressed the Committee regarding UNESCO Biosphere Reserve Designation for Howe Sound.

The Chair thanked the delegation for their presentation.

Recommendation No. 1 *Howe Sound Biosphere Region Initiative Society*

The Infrastructure Services Committee recommended that the SCRD support the endorsement of the Howe Sound Biosphere Region Initiative Society's initiative to nominate Howe Sound as a UNESCO Biosphere Region;

AND THAT staff, the Board Chair and the Howe Sound Biosphere Region Initiative Society collaborate on a draft letter of support to the Canadian Commission for UNESCO to be presented at the Board meeting on July 25, 2019;

AND FURTHER THAT the SCRD Board Chair be a signatory for section 5 of the Howe Sound Biosphere Reserve Nomination document.

The General Manager, Infrastructure Services presented a Water Supply Update which included status of the Chapman Creek and Eastbourne Water systems, as well as an update on the short and long-term weather forecast, water conservation efforts, outreach, education and enforcement.

Recommendation No. 2 *Water Metering Program*

The Infrastructure Services Committee recommended that staff bring forward a 2020 budget proposal to develop a water metering program.

REPORTS

Recommendation No. 3 *Drought Management 2019 Debrief Process*

The Infrastructure Services Committee recommended that the report titled Drought Management 2019 Debrief Process be received;

AND THAT the Drought Management 2019 debrief public consultation process be organized for the fall of 2019.

Recommendation No. 4 *Waste Reduction Initiatives Program (WRIP) 2019 Recipients*

The Infrastructure Services Committee recommended that the report titled Waste Reduction Initiatives Program (WRIP) 2019 Recipients be received for information.

The Infrastructure Services Committee recessed at 11:06 a.m. and reconvened at 11:16 a.m.

Recommendation No. 5 *Infrastructure Services Department – 2019 Q2 Report*

The Infrastructure Services Committee recommended that the report titled Infrastructure Services Department – 2019 Q2 Report be received.

COMMUNICATIONS

Recommendation No. 6 *Sechelt and District Chamber of Commerce – water supply on the Sunshine Coast*

The Infrastructure Services Committee recommended that the correspondence from the Sechelt and District Chamber of Commerce regarding water supply on the Sunshine Coast be received;

AND THAT the SCRD invite the Sechelt and District Chamber of Commerce as a delegation to present at a future Committee meeting;

AND FURTHER THAT staff provide a report to a future Committee on available funding and funding opportunities related to water supply expansion projects.

Recommendation No. 7 *Transportation Choices Sunshine Coast – letter of support*

The Infrastructure Services Committee recommended that the correspondence from the Transportation Choices Sunshine Coast regarding a letter of support for improved road infrastructure be received;

AND THAT the SCRDC write a letter to Nicholas Simons (MLA, Powell River - Sunshine Coast) supporting the request by Transportation Choices – Sunshine Coast to Minister Trevena, dated June 13, 2019 for increased funding of active transportation infrastructure on the Sunshine Coast prioritizing areas where the shoulder of Highway 101 is less than a meter wide.

IN CAMERA

The Committee moved In-Camera at 11:50 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90(1) (a) of the *Community Charter* – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”.

AND THAT Marianna Bekei, Alternate Director for Electoral Area A, be authorized to be in attendance for the In Camera meeting.

The Committee moved out of In Camera at 12:07 p.m.

ADJOURNMENT 12:07 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – July 25, 2019
AUTHOR: Allen Whittleton, Chief Building Official
SUBJECT: PLACEMENT OF NOTICE ON TITLE

RECOMMENDATION(S)

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 1, Block 4, District Lot 906 and 909, Plan 1342, NWD, PID 014-836-297.

BACKGROUND

Section 57(1) of the *Community Charter* allows a Building Official to recommend that a notice be registered against the land title where a Building Official observes a condition with respect to land, building or other structure that is considered to contravene a Regional District Bylaw, Provincial regulation or any other enactment that relates to the construction or safety of buildings or other structures.

This report lists a property where a building or other structure is considered to be unsafe or is unlikely to be usable for its expected purpose, or where something was constructed that required a permit or inspections under a bylaw, regulation or enactment which have not been obtained or completed to the satisfaction of the building division.

Letters have been sent advising the registered owner that certain specific conditions exist regarding their property and requesting that building permits be obtained and completed in an effort to achieve voluntary compliance.

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Corporate Officer has sent a registered letter to the registered owner of the property listed in this report. The owner has been advised of the date and time of the Board meeting at which the decision to register a Notice on Title will be made, and that at this meeting he will be afforded the opportunity to speak to the issues being registered.

DISCUSSION

The following property is non-compliant due to one or more of the following:

- permits applied for / or issued but no inspections scheduled
- construction has taken place without a valid permit.

**1. 1834 Ocean Beach Esplanade, Electoral Area E
Lot 1, Block 4, District Lot 906 and 909, Plan 1342, New Westminster District,
PID 014-836-297**

As a result of a complaint received on June 20, 2018 of construction taking place without a building permit, a Stop Work Order was posted at 1834 Ocean Beach Esplanade. An application for an addition and renovation to a single family dwelling was made on August 22, 2018. The building permit could not be issued without approval from the Ministry of Transportation and Infrastructure (MOTI), as most of the building being renovated is located on the MOTI right of way. To date MOTI approval has not been submitted. Despite the Stop Work Order in place, the construction has now been completed and no building permit has been issued. The SCRD Building Division is not aware of any life safety issues at this time and recommends notice be placed on title.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Section 57(1) of the *Community Charter* allows for a notice to be registered against the land title where a Building Official considers a condition with respect to land, building or other structure contravenes a Regional District Bylaw, Provincial regulation or any other enactment. Information on record with the building division that is summarized above show that this property is in contravention. Staff recommend that Notice is registered on Title at the Land Title Office against the above noted property.

Reviewed by:			
Manager	X - A. Whittleton	Finance	
GM	X - I. Hall	Legislative	X - A. Legault
CAO		Other	

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 310.187

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*

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. 310.187, 2019*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:

Insert the following section immediately following Section 1000A.6:

Site Specific Uses

1000A.7 Notwithstanding Section 1000A.3 and Section 1000A.4, on Lot B, District Lot 1621, Group 1 New Westminster District, Plan EPP34685, two single family dwellings are permitted, one of which shall be subject to the following provisions:

- (1) maximum gross floor area: 130 square metres
- (2) maximum building height: 7 metres
- (3) minimum setback from the east side parcel line: 15 metres
- (4) minimum setback from the front parcel line: 15 metres
- (5) minimum setback from the rear parcel line: 170 metres
- (6) minimum setback from the west side parcel line: 70 metres

PART C – ADOPTION

READ A FIRST TIME this	####	DAY OF MONTH ,	YEAR
READ A SECOND TIME this	####	DAY OF MONTH ,	YEAR
PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this	####	DAY OF MONTH ,	YEAR
READ A THIRD TIME this	####	DAY OF MONTH ,	YEAR
APPROVED PURSUANT TO SECTION 52 OF THE TRANSPORTATION ACT this	####	DAY OF MONTH ,	YEAR
ADOPTED this	####	DAY OF MONTH ,	YEAR

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 708.1

A bylaw to amend the *Egmont / Pender Harbour Official Community Plan Bylaw No. 708, 2017*

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 *Egmont / Pender Harbour Official Community Plan Amendment Bylaw No. 708.1, 2019*.

PART B – AMENDMENT

2. *Egmont / Pender Harbour Official Community Plan Bylaw No. 708, 2017* is hereby amended as follows:

Map 1: Land Use Designations is amended by re-designating Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from “Tourist Commercial” to “Public Uses and Utilities”.

PART C – ADOPTION

READ A FIRST TIME this 10TH DAY OF JANUARY 2019

PURSUANT TO SECTION 475 OF THE LOCAL GOVERNMENT ACT CONSULTATION REQUIREMENTS CONSIDERED this 10TH DAY OF JANUARY 2019

READ A SECOND TIME this 25TH DAY OF APRIL 2019

CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS PURSUANT TO THE LOCAL GOVERNMENT ACT this 25TH DAY OF APRIL 2019

PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	14 TH DAY OF MAY	2019
READ A THIRD TIME this	27 TH DAY OF JUNE	2019
ADOPTED this	25 TH DAY OF JULY	2019

Corporate Officer

Chair

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 337.116

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

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 Electoral Area A Zoning Amendment Bylaw No. 337.116, 2019*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Electoral Area A Zoning Bylaw No. 337, 1990* is hereby amended as follows:
 - i. Amend Schedule A of Electoral Area A Zoning Bylaw No. 337, 1990 by rezoning Parcel 1 District Lot 1543 Group 1 New Westminster District Plan EPP960, from R2 (Single and Two Family Residential) and C3 (General Commercial) to PA1D (Research and Assembly).
 - ii. Insert the following section immediately following Section 1145.3:

PA1D (Research and Assembly)

Permitted Uses

1146.1 The following uses are permitted:

Principal Uses:

- (a) aquarium, exhibition
- (b) auditorium, theatre
- (c) office, laboratory, research and diving facility

Auxiliary Uses:

- (d) restaurant, pub
- (e) gift shop, retail
- (f) caretaker's residence
- (g) boat ramp

Siting Requirements

1146.2 No structure shall be sited within:

- (a) 5 metres from the south parcel line
- (b) 5 metres from the north parcel line
- (c) 4 metres from the west parcel line
- (d) 15 metres from the natural boundary contiguous to the ocean

Building Height

1146.3 The maximum building height shall be 13 metres

Parcel Coverage

1146.4 The coverage of all buildings and structures within the PA1D Zone shall not exceed 35%.

Parking spaces

1146.5 The minimum number of off-street parking spaces shall be:

- (a) 42 within the PA1D Zone for all permitted uses in Section 1146.1 except auditorium
- (b) 51 within the PA1D Zone plus 39 in other areas permitted by this bylaw and secured by a covenant for all permitted uses in Section 1146.1

Loading Spaces

1146.6 The minimum number of loading spaces shall be 3.

PART C – ADOPTION

READ A FIRST TIME this	10 TH DAY OF JANUARY	2019
READ A SECOND TIME this	25 TH DAY OF APRIL	2019
PUBLIC HEARING HELD PURSUANT TO THE LOCAL GOVERNMENT ACT this	14 TH DAY OF MAY	2019
READ A THIRD TIME this	27 TH DAY OF JUNE	2019
ADOPTED this	25 TH OF JULY	2019

Corporate Officer

Chair