



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



**THURSDAY OCTOBER 8, 2015**

**AGENDA**

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**CALL TO ORDER**

**AGENDA**

1. Adoption of agenda

**MINUTES**

2. Regular Board meeting minutes of September 10, 2015 Annex A  
Pages 1-12
3. Special Board meeting minutes of September 17, 2015 Annex B  
pp 13-21

**BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

**PETITIONS AND DELEGATIONS**

**COMMUNICATIONS**

4. Kevin Haberl, A/Director, Resource Authorizations, South Coast Natural Resource Region, Ministry of Forests, Lands and Natural Resource Operations Annex C  
pp 22-23  
Regarding public consultation with Penner Pacific Advisory Services

**REPORTS**

5. Administrator's Report Verbal
6. Directors' Reports Verbal
7. Community Services Committee recommendation Nos. 1-6 of September 17, 2015 Annex D  
pp 24-25
8. Corporate and Administrative Services Committee recommendation Nos. 1-12 of September 17, 2015 Annex E  
pp 26-28
9. Infrastructure Services Committee recommendation Nos. 1-5 of October 1, 2015 Annex F  
pp 29-31

- |     |   |                     |
|-----|---|---------------------|
| 10. | Joint Sunshine Coast Regional District – Gambier Island Local Trust Committee minutes of September 14, 2015 | Annex G<br>pp 32-35 |
| 11. | Chief Building Inspector – Notice on Title  | Annex H<br>pp 36-38 |
| 12. | Treasurer – Special Meeting Request   | Annex I<br>p 39     |

**MOTIONS**

13. THAT the resignation of Grant McBain from the Area A Advisory Planning Commission be received.
14. THAT Bob Small be appointed to the Area F Advisory Planning Commission for the remainder of the two-year term.
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.
16. THAT the October 15, 2015 Community Services Committee meeting be cancelled.

**BYLAWS**

- |     |  |                     |
|-----|--|---------------------|
| 17. | "Sunshine Coast Regional District Ports Local Service Amendment Bylaw No. 1038.2, 2015" – <b><i>first, second and third reading</i></b><br><b>(Voting – All Directors – one vote each)</b> | Annex J<br>pp 40-41 |
| 18. | "Langdale Dock Service Amendment Bylaw No. 1079.1, 2015"<br>– <b><i>first, second and third reading</i></b><br><b>(Voting – All Directors – one vote each)</b>                             | Annex K<br>pp 42-43 |
| 19. | "Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2, 2015" – <b><i>third reading</i></b><br><b>(Voting – Electoral Area Directors – one vote each)</b>                         | Annex L<br>pp 44-45 |
| 20. | "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.160, 2015" – <b><i>third reading</i></b><br><b>(Voting – Electoral Area Directors – one vote each)</b>                    | Annex M<br>p 46     |
| 21. | "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.148, 2015" – <b><i>second reading as amended</i></b><br><b>(Voting – Electoral Area Directors – one vote each)</b>        | Annex N<br>pp 47-55 |

**NEW BUSINESS****IN CAMERA**

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...”.

## UPCOMING MEETING DATES (TO NOVEMBER 2, 2015)

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

Planning and Development Committee	October 8 at 1:30 p.m.
Regular Board	October 8 at 7:30 p.m.
Special Corporate and Administrative Services Committee	October 15 at 10:00 a.m.
Community Services Committee	October 15 at 1:30 p.m.
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.
Policing Committee	November 2 at 9:00 a.m.
Transportation Committee	November 2 at 10:15 a.m.

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

Public Information Meeting re: Agricultural-Zoned Lands BL 310.148	October 15 at 7:00 p.m.
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**Please note:** Meeting dates are current as of print date (October 2, 2015).



## SUNSHINE COAST REGIONAL DISTRICT

September 10, 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.

<b>PRESENT:</b>	Chair	G. Nohr
	Directors	M. Lebbell L. Lewis F. Mauro B. Milne S. White I. Winn
<b>ALSO PRESENT:</b>	A/Chief Administrative Officer	A. Legault
	GM, Community Services	J. Loveys
	GM, Infrastructure Services	B. Shoji
	GM, Planning and Development	S. Olmstead
	Chief Building Inspector	P. Preston
	Alternate Director, District of Sechelt	A. Lutes
	Alternate Director, Area D	M. Morton
	Gibsons and District Fire Chief	R. Michaels
	Deputy Corp. Officer/Recorder	S. Reid
	Media	1
Public	12	

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

**AGENDA** It was moved and seconded

340/15 THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes It was moved and seconded

341/15 THAT the Special Board meeting minutes of July 30, 2015 be adopted as presented.

**CARRIED**

## PETTITIONS AND DELEGATIONS

*Dan Bouman and George Smith of the Sunshine Coast Conservation Association (SCCA) addressed the Board regarding the Chapman watershed and the water supply. The SCR D was requested to:*

- *Diversify the water supply beyond Chapman headwaters and creek system.*
- *Protect the ecological integrity and water quality of Chapman Lake and Tetrahedron Park as much as possible.*
- *Reconsider the options for short and long-term solutions that were suggested by the SCCA and the Tetrahedron Alliance during a presentation to the September 4, 2014 Infrastructure Services Committee.*
- *Initiate a thorough investigation of the potential of the aquifer system further west and east of Gibsons' aquifer, including Elphinstone, West Howe Sound, in Wilson and Grey Creeks and other areas of the SCR D.*
- *Read the SCCA report on Rain Harvesting Systems for the Sunshine Coast and consider implementing a subsidy program for rainwater harvesting.*

Cistern Program      **It was moved and seconded**

342/15                      THAT the previously requested staff report on the potential for a cistern rebate or bulk purchase program to support water demand management efforts (Res. 330/15), be presented to the Infrastructure Services Committee in a timely manner to facilitate consideration in the 2016 budget.

**CARRIED**

## COMMUNICATIONS

UBCM Resolution      **It was moved and seconded**

343/15                      THAT the correspondence from Sharon Gaetz, Mayor, City of Chilliwack, regarding the prolific offenders resolution to the Union of BC Municipalities be received.

**CARRIED**

UBCM Meeting         **It was moved and seconded**

344/15                      THAT the correspondence from Selina Robinson, MLA, Opposition Spokesperson for Local Government, regarding a meeting at the upcoming UBCM Convention be received.

**CARRIED**

## REPORTS

### Director's Reports

*Directors provided a verbal report of their activities.*

Infrastructure

**It was moved and seconded**

345/15

THAT Infrastructure Services Committee recommendation Nos. 3-12 of September 3, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 3**     *Solid Waste Management Plan Next Steps*

THAT the Manager of Waste Reduction and Recovery's report dated August 20, 2015 titled "Solid Waste Management Plan Initiatives Next Steps" be received.

**Recommendation No. 4**     *Solid Waste Management Workshop*

THAT a Solid Waste Management Workshop be scheduled to further discuss the priorities and timing of the Solid Waste Management Plan initiatives before the November Infrastructure Services Committee meeting.

**Recommendation No. 5**     *Langdale Dock User Fees*

THAT the General Manager Infrastructure Services' report dated July 7, 2015 titled "Langdale Dock User Fees" be received;

AND THAT approval be granted to execute the Langdale Dock Lease Agreement with BC Ferries that includes the provision to charge local water taxis a user fee for use of the dock;

AND THAT staff proceed with amending the Langdale Dock Service Establishment Bylaw to include a provision to charge fees;

AND FURTHER THAT staff proceed to create a new associated fees and charges bylaw with current annual commercial water taxi fee of \$600.

**Recommendation No. 6**     *Keats Island Dock Lease Renewal*

THAT the General Manager Infrastructure Services' report dated August 12, 2015 titled "Lease Renewal for Keats Island Dock" be received;

AND THAT the Sunshine Coast Regional district apply to the Ministry of Forests, Lands and Natural Resource Operations for a replacement tenure to Lease No. 241681 for the Keats Island Dock;

AND THAT written consent from the upland owner be obtained;

AND FURTHER THAT the length of this lease term be for five years.

345/15 cont.

**Recommendation No. 7**     *Monthly Report for July and August 2015*

THAT the Administrative Assistant's report titled "Monthly Report for July and August 2015" be received for information.

**Recommendation No. 8**     *Plan Monitoring Advisory Committee Minutes (PMAC)*

THAT the Plan Monitoring Advisory Committee meeting minutes of July 14, 2015 be received for information.

**Recommendation No. 9**     *Transportation Advisory Committee Minutes (TAC)*

THAT the Transportation Advisory Committee meeting minutes of June 29, 2015 be received;

AND THAT the following recommendations be acted upon as amended:

**Recommendation No. 3**     *Letter to Ministry of Transportation and Infrastructure Supporting a Speed Limit Reduction on North Road*

*THAT a letter be sent to the Ministry of Transportation and Infrastructure supporting pedestrian and bike safety improvements on North Road noting urgency for a speed limit reduction to 50 km/h, with a copy to the MLA;*

*AND THAT if a letter is not received from the Ministry of Transportation and Infrastructure within one month of issue that the Board request a meeting with the Minister;*

*AND FURTHER THAT a letter be sent to the Sea to Sky RCMP requesting speed enforcement on North Road, with a copy to the local RCMP detachment.*

**Recommendation No. 5**     *Traffic Calming Policy*

*THAT a letter be sent to the Ministry of Transportation and Infrastructure requesting clarification on their traffic calming policy concerning engineered traffic calming measures on rural highways with identification of permitted exceptions.*

*AND THAT the letter make reference to, but not be limited to, the example of speed humps or rumble strips fronting rural schools.*

**Recommendation No. 7**     *Bike Lane Sweeping*

*THAT staff work with TraC to communicate bike lane sweeping schedules on the TraC and SCRD web sites.*



345/15 cont.      **Recommendation No. 10**      *Packaging and Printed Paper Program and MMBC*

THAT the correspondence from the Ministry of Environment dated July 28, 2015 regarding Packaging and Printed Paper Program and Multi-Material BC response letter be received for information.

**Recommendation No. 11**      *Green House Gas Emissions*

THAT the correspondence from the Green Communities Committee dated July 29, 2015 regarding Green House Gas Emissions be received for information.

**Recommendation No. 12**      *New Building Canada Fund – Small Communities Fund*

THAT the correspondence from the Ministry of Transportation and Infrastructure dated August 14, 2015 regarding New Building Canada Fund – Small Communities Fund – Project #N20133 – Universal Metering Program – Phase 2 be received for information.

**CARRIED**

Chapman Lake      **It was moved and seconded**

346/15      THAT staff report to the next Infrastructure Services Committee regarding the status of resolution 456/14 from the September 11, 2014 Regular Board meeting and how it will be addressed moving forward.

**CARRIED**

Infrastructure      **It was moved and seconded**

347/15      THAT Infrastructure Services Committee recommendation No. 1 of September 3, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Drought Mitigation Options*

THAT the General Manager Infrastructure Services' report dated August 25, 2015 titled Drought Mitigation Options be received;

AND THAT the SCRDP move forward with the design and approval process for the Deepen Channel option, recognizing that the system will only be utilized during periods of drought and until the long term source development projects specified in the Comprehensive Regional Water Plan are constructed;

AND FURTHER THAT the design, engineering and environmental impact assessment of the Deepen Channel option be presented to the Board for consideration.

*Director Lewis opposed.*

**CARRIED**

**Infrastructure                    It was moved and seconded**

348/15                            THAT Infrastructure Services Committee recommendation No. 2 of September 3, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 2            Secondary Water Sources**

THAT the timeline in the Comprehensive Regional Water Plan be expedited regarding long term water supply sources including the following: Engineered lake; aquifers; Sakinaw Lake.

**CARRIED**

*Director Silas White declared a conflict of interest and left the meeting at 8:08 p.m. as his private home is near enough to the site of the proposed George Hotel and Residences that his view corridor of the harbour will be blocked if the project is constructed.*

**George Hotel                    It was moved and seconded**

349/15                            THAT the BC Transit comments on the proposed George Hotel and Residences be received.

**CARRIED****Planning                        It was moved and seconded**

350/15                            THAT Planning and Development Committee recommendation Nos. 2, 5 and 11 of September 3, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 2            Town of Gibsons Referral OCP-2015-01  
(George Hotel)**

THAT the staff report dated July 7, 2015 and titled "Referral from Town of Gibsons Regarding the Proposed George Hotel and Residences (OCP-2015-01)" be received;

AND THAT the SCRD Board inform the Town of Gibsons that the SCRD's interests are unaffected by the proposed OCP amendment;

AND FURTHER THAT the correspondence from BC Transit be considered prior to the referral comments being sent to the Town of Gibsons.

*Director White returned to the meeting at 8:10 p.m.*

**Recommendation No. 5            SCRD Zoning Amendment Bylaw No.  
310.165 (Narrows Inlet Hydro Project)**

THAT the staff report dated September 3, 2015 and titled "Bylaw 310.165 - Narrows Inlet Hydro Project" be received;

350/15 cont. AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.165, 2015* be forwarded to the Board for First Reading;

AND THAT Bylaw 310.165 be referred to:

- a) shíshálh Nation;
- b) Halfmoon Bay Advisory Planning Commission;
- c) SCRD Natural Resource Advisory Committee;
- d) Ministry of Forests, Lands and Natural Resource Operations;
- e) Owners of the Ramona Creek Subdivision;
- f) BC Environmental Assessment Office;

AND THAT the applicant, working with SCRD staff, place a notice regarding Bylaw 310.165 in two consecutive editions of a local newspaper to initiate community engagement;

AND FURTHER THAT staff provide information regarding Bylaw 310.165 on the SCRD website to assist in community engagement.

**Recommendation No. 11** SCRD *Bylaw No. 376 – Dog Licensing and Impound Fees*

THAT the Chief Building Inspector/Bylaw Enforcement Manager report dated August 21, 2015 and titled “Bylaw 376 Dog Licensing and Impound Fees” be received;

AND that the Schedule A license fee discount for senior citizens be amended to 25%;

AND THAT the proposed fees and charges as amended in Schedule A of the “Sunshine Coast Regional District Dog Regulation and Impounding Bylaw No. 376” be considered for three readings and adoption;

AND THAT “SCRD Dog Regulation and Impounding Bylaw No. 376, 1994” be reviewed and updated;

AND FURTHER THAT staff report back on animal license revenues to the November 2016 Planning and Development Committee meeting.

**CARRIED**

UBCM Resolutions **It was moved and seconded**

351/15 THAT the Deputy Corporate Officer’s report titled “2015 Resolutions to UBCM” be received.

**CARRIED**

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

352/15 THAT the Building Inspector's report regarding Building Division files requiring placement of a Notice on Title be received.

**CARRIED**

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

353/15 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 13, District Lot 1388, Plan 13161, Group 1, NWD PID 008-723-915, Electoral Area B.

**CARRIED**

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

354/15 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 6, District Lot 1257, Plan BCP15304, Group 1, NWD PID 026-162-601, Electoral Area F.

**CARRIED**

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

355/15 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 3, Block F, District Lot 809, Plan 4963, Group 1, NWD PID 011-256-915, Electoral Area D.

**CARRIED**

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

356/15 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 A, District Lot 847, Plan VAP3488, Group 1, NWD PID 011-900-920, Electoral Area F.

**CARRIED**

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

357/15                    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 11, Block 12, District Lot 1402, Plan 7429, Group 1, NWD PID 010-620-516, Electoral Area F.

**CARRIED**

**MOTIONS**

APC Resignation       **It was moved and seconded**

358/15                    THAT the resignation of Judith Kenly from the Area F Advisory Planning Commission be received.

**CARRIED**

APC Appointment      **It was moved and seconded**

359/15                    THAT Lee Selmes be appointed to the Area F Advisory Planning Commission for the remainder the one-year term.

**CARRIED**

APC Appointment      **It was moved and seconded**

360/15                    THAT Randy Picketts be appointed to the Area A Advisory Planning Commission for the remainder the one-year term;

                              AND THAT Sean McAllister be appointed to the Area A Advisory Planning Commission for the remainder of the one-year term.

**CARRIED**

Appointment           **It was moved and seconded**

361/15                    THAT Pat Higgins be appointed Chief, Roberts Creek Volunteer Fire Department, effective September 10, 2015;

                              AND THAT a letter be sent to the Office of the Fire Commissioner advising of Mr. Higgins' appointment.

**CARRIED**

Special Board          **It was moved and seconded**

362/15                    THAT a Special Board meeting be scheduled for Thursday, September 17, 2015 immediately following the Corporate and Administrative Services Committee meeting.

**CARRIED**

**BYLAWS**

Bylaw 693                   **It was moved and seconded**

363/15                    THAT “Sunshine Coast Regional District Development Cost Charges Bylaw No. 693, 2015” be adopted.

**CARRIED**

Bylaw 376.7               **It was moved and seconded**

364/15                    THAT “Sunshine Coast Regional District Dog Regulation and Impounding Amendment Bylaw No. 376.7, 2015” be read a first time.

**CARRIED**

Bylaw 376.7               **It was moved and seconded**

365/15                    THAT “Sunshine Coast Regional District Dog Regulation and Impounding Amendment Bylaw No. 376.7, 2015” be read a second time.

**CARRIED**

Bylaw 376.7               **It was moved and seconded**

366/15                    THAT “Sunshine Coast Regional District Dog Regulation and Impounding Amendment Bylaw No. 376.7, 2015” be read a third time.

**CARRIED**

Bylaw 376.7               **It was moved and seconded**

367/15                    THAT “Sunshine Coast Regional District Dog Regulation and Impounding Amendment Bylaw No. 376.7, 2015” be adopted.

**CARRIED**

Bylaw 310.165             **It was moved and seconded**

368/15                    THAT “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.165, 2015” be read a first time.

**CARRIED**

**NEW BUSINESS**

*The Board moved In Camera at 8:27 p.m.*

**IN CAMERA                    It was moved and seconded**

369/15                    THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c) and (k) of the *Community Charter*, “labour relations or other employee relations” and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

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

**CARRIED**

*The Board moved out of In Camera at 8:30 p.m.*

**Contract Award            It was moved and seconded**

370/15                    THAT the RFP 15 242 Ports Repairs -2015 contract awarded to Green Wave Marine Services Ltd. for \$117,832.64 be affirmed.

**CARRIED**

**AAC Appointment        It was moved and seconded**

371/15                    THAT Faye Kiewitz be appointed to the Agricultural Advisory Committee for a two-year term;

AND THAT a letter of appointment be sent to Faye Kiewitz.

**CARRIED**

**NRAC Appointment      It was moved and seconded**

372/15                    THAT Elizabeth Rains be appointed to the Sunshine Coast Regional District Natural Resources Advisory Committee for a three year term;

AND THAT a letter of appointment be sent to Elizabeth Rains.

**CARRIED**

**ADJOURNMENT            It was moved and seconded**

373/15                    THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 8:30 p.m.

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

Corporate Officer

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

\_\_\_\_\_

Chair





## SUNSHINE COAST REGIONAL DISTRICT

September 17, 2015

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

<b>PRESENT:</b>	Chair	G. Nohr
	Directors	M. Lebell L. Lewis F. Mauro B. Milne S. White I. Winn
<b>ALSO PRESENT:</b>	A/Chief Administrative Officer	A. Legault
	GM, Community Services	J. Loveys
	GM, Human Resources	G. Parker
	Alternate Director, District of Sechelt	A. Lutes
	Chief, shíshálh Nation	C. Craigan
	Deputy Corp. Officer/Recorder	S. Reid (in part)
	Media	0
Public	0	

**CALL TO ORDER** 4:04 p.m.

**AGENDA** It was moved and seconded

374/15 THAT the agenda for the meeting be adopted as presented.

**CARRIED**

*The Board moved In Camera at 4:04 p.m.*

**IN CAMERA** It was moved and seconded

375/15 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and (k) of the *Community Charter*, “personal information about an identifiable individual...”, “labour relations or other employee relations”, 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;

AND FURTHER THAT Chief Calvin Craigan, shíshálh Nation, be authorized to be in attendance for the In Camera Special Board meeting.

**CARRIED**

*The Board moved out of In Camera at 4:07 p.m.*

CAO Contract           **It was moved and seconded**

376/15                    THAT the employment contract for the Chief Administrative Officer, effective September 18, 2015, be adopted as presented.

**CARRIED**

## REPORTS

Planning               **It was moved and seconded**

377/15                    THAT Planning and Development Committee recommendation Nos. 1, 3-4, 6-10 and 12-24 of September 10, 2015 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Draft Terms of Reference – Regional Economic Development Steering Committee*

THAT the GM, Planning and Development report dated September 1, 2015 and titled “Draft Terms of Reference – Regional Economic Development Steering Committee” be received;

AND THAT amendments be made to the draft Terms of Reference as follows:

Duties 2.2 – The Regional Economic Development Steering Committee will be dissolved upon incorporation of the regional economic development entity *and shall not exceed 6 months duration or longer than April 1, 2016.*

Membership 3.1 a. - One representative *and alternate* appointed by each of the municipal Councils and the Regional Board (elected official, staff member or other at their discretion).

Operations 4.3 – The committee will meet as required at the SCRD Administration Building at 1975 Field Road, Sechelt *or other location as agreed to by the Committee.*

AND THAT the draft Terms of Reference be referred to the Regional Economic Development Steering Committee for its consideration;

AND THAT the Regional Economic Development Steering Committee begin work on or before October 1, 2015.

**Recommendation No. 3**     *SCRD Zoning Amendment Bylaw No. 310.148, 2015 (AG Zone)*

THAT the staff report dated September 3, 2015 and titled “Zoning Amendment Bylaw No. 310.148 – ‘AG Zone’ (Electoral Areas B-F)” be received;

377/15 cont.

AND THAT *SCRD Zoning Amendment Bylaw No. 310.148, 2015*, as amended, be forwarded to the Board for Second Reading.

**Recommendation No. 4** *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2 and SCR D Zoning Amendment Bylaw No. 310.160 – Public Hearing and Consideration of Third Reading*

THAT the staff report dated September 3, 2015 and titled “Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2 and SCR D Zoning Amendment Bylaw No. 310.160 – Public Hearing and Consideration of Third Reading” be received;

AND THAT the report of the Public Hearing held on July 30, 2015 be received;

AND THAT *Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2, 2015* be forwarded to the Board for Third Reading;

AND FURTHER THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.160, 2015*, be forwarded to the Board for Third Reading.

**Recommendation No. 6** *Twin Creeks Official Community Plan Review Update*

THAT the staff report dated September 1, 2015 and titled “Twin Creeks Official Community Plan Review Update” be received;

AND THAT the Twin Creeks Official Community Plan Review Committee Terms of Reference be adopted with the following amendments:

A. In Section 4 add:

Review Group Membership

The Twin Creeks area has a relatively small number of property owners and residents to draw from. The review group can include others who have an interest in the future of the Twin Creeks area. It is important to balance the makeup of the review group so that the property owners, business owners and residents hold the majority of membership.

In addition there needs to be an opportunity for the Skwxwú7mesh Nation to have a formal role.

Membership will be as follows:

The Committee will be no more than *thirteen* voting members.

a. At least two thirds of the members shall reside, own property, be employed or operate a business in the OCP area;

b. The membership should reflect a diversity of relevant interests, expertise and knowledge;

377/15 cont.

c. At least one member should reside, be employed, and/or own property in the West Howe Sound Official Community Plan area and at least one member should reside, be employed, and/or own property in the Hillside – Port Mellon Industrial Area Official Community Plan area;

d. Members shall be appointed by the SCR D Board until the Committee is dissolved;

e. The Skwxwú7mesh Nation Council may appoint a *voting* member;

f. The Area F Director or Alternate Director shall be a non-voting member;"

B. Change the review boundary to include the current Twin Creeks OCP boundary and amend the text as necessary.

AND FURTHER THAT staff contact interested parties to gather formal applications for membership and bring forward a potential list of members to a future Planning and Development committee for consideration.

**Recommendation No. 7**     *Development Permit with a Variance A-40 (Porter)*

THAT the staff report dated August 14, 2015 and titled "Development Permit with a Variance A-40 (Porter), Ruby Lake, Pender Harbour" be received;

AND THAT DP(V) A-40 be issued, once the following conditions have been met:

a) Referral comments be received from the shíshálh Nation;

b) The owners register a Section 219 Restrictive Covenant to the satisfaction of the SCR D, to protect native vegetation within 15 metres of the natural boundary of Ruby Lake;

c) The owners register a Covenant for a one-time only addition;

d) The owners provide an up-to-date inspection report from a Registered On-Site Wastewater Practitioner regarding the location, capacity and state of the septic system; and

e) The owners provide a plan to the satisfaction of the SCR D, and prepared by a Qualified Environmental Professional to:

i. Reduce the 34 square metres of additions built without permits in February 2015, to the maximum allowable of 28 square metres, by removing 6 square metres from this same deck area, and

377/15 cont.

ii. Compensate for the portion of new deck area which was extended towards Ruby Lake, and which amounts to approximately 6 square metres, by removing the equivalent or greater area from an existing deck closer to Ruby Lake, as determined by the Qualified Environmental Professional to provide the greatest benefit to lakeshore vegetation and habitat.

**Recommendation No. 8** *Road Frontage Waiver– Subdivision File No. 2014-00186 (Keith, Johnson, et al)*

THAT the staff report dated August 24, 2015 and titled “Road Frontage Waiver– Subdivision File No. 2014-00186 (Keith, Johnson, et al), Electoral Area D: Roberts Creek” be received;

AND THAT the requirement for 10% lot frontage onto a road be waived for subdivision of Lot 24, Block A, D.L. 809, Plan 12209, located at 2974 Lower Road in Roberts Creek (MOTI File #2014-00186).

**Recommendation No. 9** *Redevelopment Policy for Mobile Home Parks*

THAT the staff report dated September 3, 2015 and titled “Redevelopment Policy for Mobile Home Parks (Areas A to F)” be received;

AND THAT the report be deferred to the November 12, 2015 Planning and Development Committee meeting.

**Recommendation No. 10** *Sunshine Coast Community Heritage Register – Roberts Creek Community Hall*

THAT the staff report dated August 14, 2015 and titled “ Proposed New Entry to *Sunshine Coast Community Heritage Register* - Roberts Creek Community Hall (Area D)” be received;

AND THAT the attached final draft Statement of Significance be forwarded to the Board for endorsement and inclusion within the *Sunshine Coast Community Heritage Register*;

AND THAT once registered, the Regional District give notice of the Roberts Creek Community Hall’s inclusion within the *Sunshine Coast Community Heritage Register* to:

- a. the Roberts Creek Community Association; and
- b. the Ministry of Forests, Lands and Natural Resource Operations.

**Recommendation No. 12** *Building Department Revenue 2<sup>nd</sup> Quarter 2015*

THAT the Chief Building Inspector report dated July 13, 2015 and titled “Building Department Revenue 2<sup>nd</sup> Quarter 2015” be received.

377/15 cont.

**Recommendation No. 13** *Planning and Development Division Monthly Report - July & August 2015*

THAT the report titled "Planning and Development Division Monthly Report July & August 2015" be received.

**Recommendation No. 14** *Sunshine Coast Housing Committee Minutes – April 29, 2015 and May 27, 2015*

THAT the Sunshine Coast Housing Committee Minutes of April 29, 2015 and May 27, 2015 be received.

**Recommendation No. 15** *Natural Resources Advisory Committee Minutes – July 15, 2015*

THAT the Natural Resources Advisory Committee Minutes of July 15, 2015 be received;

AND THAT recommendation Nos. 4 – 10 from the Natural Resources Advisory Committee Minutes of July 15, 2015 be adopted and acted upon as follows:

**Recommendation No. 4 - Update on BCTS Operational Plans 2014/2015**

THAT the SCRDR ask for quantification on the size of riparian buffers in TSL #A87126, specifically as it may be relevant to potential habitat for Tailed Frog in the area.

**Recommendation No. 5 - Update on BCTS Operational Plans 2014/2015**

THAT NRAC supports and encourages the communications protocol between the SCRDR and BCTS.

**Recommendation No. 6 - Crown Referrals 2411563 and 2411564**

THAT NRAC supports the comments in the SCRDR Staff Reports (re. Crown Referrals #2411563 and #2411564).

**Recommendation No. 7 - Crown Referral 2411563**

THAT the SCRDR ensures that MaMu habitat in the Vancouver Creek watershed is fully evaluated.

**Recommendation No. 8 - Crown Referrals 2411563 and 2411564**

THAT the SCRDR ensure that many other values are considered if the projects move past the investigative permit stage.

**Recommendation No. 9 - Crown Referral 2411576**

THAT NRAC supports the recommendations in the SCRDR Staff Report (conditions a - d) and adds that the license be granted for a 10 year period.

**Recommendation No. 10 - Crown Referral 2411576**

THAT the SCRDR encourages the applicant to continue to investigate methods of disposal with less air pollution and carbon emissions.

377/15 cont.      **Recommendation No. 16**    *Agricultural Advisory Committee Minutes – July 28, 2015*

THAT the Agricultural Advisory Committee Minutes of July 28, 2015 be received;

AND THAT recommendation No. 1 from the Agricultural Advisory Committee Minutes of July 28, 2015 be forwarded to the SCRDI Infrastructure Department as follows:

**Recommendation No. 1**

THAT we want to move “food production” from “commercial operations, non---essential” to “food, human health, essential”, as per the July 17, 2015 Water Supply Update.

AND FURTHER THAT recommendation Nos. 2 - 4 from the Agricultural Advisory Committee Minutes of July 28, 2015 be forwarded to the District of Sechelt Planning staff as follows:

*2.4 District of Sechelt Referral – Bylaw Amendments regarding Medical Marihuana*

**Recommendation No. 2**

THAT the District of Sechelt be requested to look closer at the waste products, including water waste, so these are dealt with in a satisfactory and ecological matter.

**Recommendation No. 3**

THAT, where there is no municipal water disposal system available for a medical marihuana production facility, an appropriate onsite wastewater treatment facility be created to prevent runoff and soil contamination.

**Recommendation No. 4**

THAT the District of Sechelt be requested to insert the word “evergreen” in the description of the trees and shrubs around the medical marihuana production facility, if the intention is to keep it out of sight.

**Recommendation No. 17**    *Egmont/Pender Harbour (Area A) APC Minutes – July, 29, 2015*

THAT the Egmont/Pender Harbour (Area A) APC Minutes of July 29, 2015 be received.

**Recommendation No. 18**    *Halfmoon Bay (Area B) APC Minutes – July 28, 2015*

THAT the Halfmoon Bay (Area B) APC Minutes of July 28, 2015 be received.

377/15 cont.      **Recommendation No. 19**    *Roberts Creek (Area D) APC Minutes – July 27, 2015*

THAT the Roberts Creek (Area D) APC Minutes of July 27, 2015 be received.

**Recommendation No. 20**    *Elphinstone (Area E) APC Minutes – July 22, 2015*

THAT the Elphinstone (Area E) APC Minutes of July 22, 2015 be received;

AND THAT staff attend the September 30, 2015 Area E APC meeting.

**Recommendation No. 21**    *West Howe Sound (Area F) APC Minutes – July 28, 2015*

THAT the West Howe Sound (Area F) APC Minutes of July 28, 2015 be received.

**Recommendation No. 22**    *Sunshine Coast Accommodation Association opposition to MRDT 2% Tax Initiative*

THAT the correspondence from Colin MacLean, Vice President, Sunshine Coast Accommodation Association, dated July 28, 2015 regarding Sunshine Coast Accommodation Association opposition to Sunshine Coast Tourism's MRDT 2% tax initiative be received.

**Recommendation No. 23**    *Pender Harbour Dock Management Plan*

THAT the correspondence from Kevin Haberl, A/Director Resource Authorization, South Coast Natural Resource Region, Ministry of Forests, Lands and Natural Resource Operations, dated July 30, 2015 regarding Pender Harbour Dock Management Plan be received.

**Recommendation No. 24**    *Howe Sound Community Forum – October 16, 2015*

THAT the correspondence from Ruth Simons, Howe Sound Community Forum, dated August 20, 2015 regarding Invitation to Howe Sound Community Forum on October 16, 2015 be received.

**CARRIED**

CAO Appointment      **It was moved and seconded**

378/15                      THAT Janette Loveys be appointed as the Chief Administrative Officer for the Sunshine Coast Regional District, in accordance with section 197 of the *Local Government Act*, effective September 18, 2015.

**CARRIED**

*The Board expressed thanks to Angie Legault for her work as the Interim Chief Administrative Officer.*



**ADJOURNMENT      It was moved and seconded**

379/15                      THAT the Special Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 4:13 p.m.

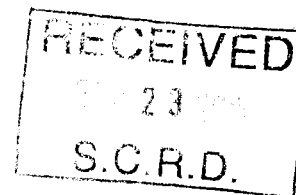
Certified correct \_\_\_\_\_

Corporate Officer

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

\_\_\_\_\_

Chair



September 17, 2015

SUNSHINE COAST REGIONAL DISTRICT  
 1975 FIELD RD  
 RR 1  
 SECHELT BC V0N 3A1

MASTER FILE COPY

Dear SUNSHINE COAST REGIONAL DISTRICT,

**Re: Public Consultation with Penner Pacific Advisory Services**

In response to public comments regarding the draft Pender Harbour Dock Management Plan, the Ministry of Forests, Lands and Natural Resource Operations (FLNR) has undertaken further public engagement to identify possible options for the foreshore lands before any plan is finalized.

As part of the extended engagement with the public, the ministry has retained the services of Barry Penner, Q.C. an independent consultant and lawyer with extensive experience with environmental and First Nations' issues, to provide advice and options. This letter is to provide tenure holders with an update on Mr. Penner's work with the community, and to provide you with an additional opportunity to provide input.

Mr. Penner has been conducting small group discussions to explore options for the proposed land use management framework for the Pender Harbour foreshore area. He has also set up an email address (see below) to receive direct comments from dock owners and other residents. Mr. Penner will provide advice to the Province by the end of October.

In support of the process, Mr. Penner has had a number of meetings with the Pender Harbour Dock Management Plan Working Group, a broad-based community organization that includes dock owners, members of the community, business owners, and representatives from the Chamber of Commerce, Pender Harbour Living Heritage Society, Pender Harbour Advisory Council, and the Egmont Community Association. As well, he has met with Regional District members, the MLA for the Sunshine Coast, individual Pender Harbour community members and Calvin Craigan of the shishalh (Sechelt) First Nation.

.../2

To submit comments to Mr. Penner, please email [penderharbourconsultations@gmail.com](mailto:penderharbourconsultations@gmail.com) by September 30, 2015.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Haberl". The signature is fluid and cursive, with a large loop at the end.

Kevin Haberl  
A/Director, Resource Authorizations  
South Coast Natural Resource Region

**SUNSHINE COAST REGIONAL DISTRICT  
COMMUNITY SERVICES COMMITTEE  
September 17, 2015**

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RECOMMENDATIONS FROM THE COMMUNITY SERVICES COMMITTEE MEETING  
HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT  
OFFICES, 1975 FIELD ROAD, SECHELT, B.C.

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<b>PRESENT:</b>	Chair	S. White
	Directors	M. Lebbell L. Lewis F. Mauro B. Milne G. Nohr I. Winn
<b>ALSO PRESENT:</b>	A/CAO GM Community Services Parks Services Manager Manager, PHAFC Alternate Director, District of Sechelt Recording Secretary	A. Legault J. Loveys C. Mortensen D. Cole A. Lutes D. Corbett

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**CALL TO ORDER**                    9:30 a.m.

**AGENDA**                    The agenda was adopted.

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

The Community Services Committee recommended that the report from the Parks Planning Coordinator titled 'Occupation of Public Highway – End of Roberts Creek Road' be received;

AND THAT the Community Services Committee recommends that the Board approves 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;

AND FURTHER THAT the SCR D 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*

The Community Services Committee recommended 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*

The Community Services Committee recommended 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;

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*

The Community Services Committee recommended 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*

The Community Services Committee recommended that the Gibsons & District Fire Protection Commission Minutes of July 30, 2015 be received.

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

The Community Services Committee recommended that the Sunshine Coast Emergency Program Planning Committee Minutes of June 24, 2015 be received.

**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) of the *Community Charter* as "personal information about an 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" will be discussed;

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

*The Committee moved to In Camera at 9:38 a.m.*

*The Committee moved out of In Camera at 10:05 a.m.*

**ADJOURNMENT** 10:06 a.m.

**SUNSHINE COAST REGIONAL DISTRICT**  
**CORPORATE and ADMINISTRATIVE SERVICES COMMITTEE**

**September 17, 2015**

RECOMMENDATIONS FROM THE CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE REGIONAL DISTRICT OFFICE AT 1975 FIELD ROAD, SECHELT, BC

<b>PRESENT:</b>	Chair	F. Mauro
	Directors	G. Nohr I. Winn S. White B. Milne L. Lewis M. Lebbell
<b>ALSO PRESENT:</b>	Acting Chief Administrative Officer	A. Legault
	Treasurer	T. Perreault
	General Manager, Infrastructure Services	B. Shoji (partial)
	General Manager, Community Services	J. Loveys (partial)
	General Manager, Planning and Development	S. Olmstead (partial)
	Alternate Director, District of Sechelt	A. Lutes
	Recording Secretary	T. Crosby
	Media	0
	Public	0

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

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

**REPORTS**

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

The Corporate and Administrative Services Committee recommended 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*

The Corporate and Administrative Services Committee recommended 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.

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

The Corporate and Administrative Services Committee recommended 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*

The Corporate and Administrative Services Committee recommended 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*

The Corporate and Administrative Services Committee recommended that the Manager, Legislative Services' report titled "History of Youth Engagement" be received.

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

The Corporate and Administrative Services Committee recommended 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 SCRD..." 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*

The Corporate and Administrative Services Committee recommended 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*

The Corporate and Administrative Services Committee recommended that the Accounts Payable Technician's report titled "August 2015 Director Constituency and Travel Expenses" be received.

**Recommendation No. 9**     *Contracts between \$20,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the Purchasing Officer and Risk Manager's report titled "Contracts between \$20,000 and \$100,000 – to August 31, 2015" be received.

*Chair Mauro passed the Chair to Director White at 2:37 p.m.*

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

The Corporate and Administrative Services Committee recommended 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.

*Director Mauro resumed the Chair at 2:41 p.m.*

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

The Corporate and Administrative Services Committee recommended 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*

The Corporate and Administrative Services Committee recommended that the correspondence from The Honourable Steven Thomason, 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.

*Directors Nohr and Milne left the meeting at 2:42 p.m.*

**IN CAMERA**

*The Committee moved In-Camera at 2:43 p.m.*

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (c), (g) and (k) of the *Community Charter* – "labour relations or other employee relations", "litigation or potential litigation affecting the municipality" and "negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public";

AND THAT District of Sechelt Alternate Director, Alice Lutes be authorized to be in attendance for the In-Camera Corporate and Administrative Services Committee meeting.

*The Committee moved out of In Camera at 3:55 p.m.*

**ADJOURNMENT**                      3:55 p.m.



**SUNSHINE COAST REGIONAL DISTRICT  
INFRASTRUCTURE SERVICES COMMITTEE**

October 1, 2015

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

<b>PRESENT:</b>	Chair	B. Milne
	Directors	M. Lebell L. Hay (Alt) F. Mauro G. Nohr J. Valeriotte (Alt) I. Winn C. August
<b>ALSO PRESENT:</b>	Alternate Director, District of Sechelt Chief Administrative Officer Acting GM, Infrastructure Services Manager, Waste Reduction and Recovery Manager, Transit and Fleet Recording Secretary Staff Media Public	A. Lutes J. Loveys D. Crosby R. Cooper (in part) G. Dykstra A. Ridgeley 2 1 4

**CALL TO ORDER**      1:32 p.m.

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

**INTRODUCTION**

*The Acting General Manager, Infrastructure Services introduced and welcomed the new Manager of Transit and Fleet, Gordon Dykstra, to the Committee.*

*Director August joined the meeting at 1:34 p.m.*

**REPORTS**

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

The Infrastructure Services Committee recommended 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)*

The Infrastructure Services Committee recommended 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.

*Director August left the meeting at 2:03 p.m. and returned to the meeting at 2:12 p.m.*

**Recommendation No. 3**      *Backroad Trash Bash*

The Infrastructure Services Committee recommended that the Zero Waste Coordinator's report dated September 17, 2015 titled “2015 Backroad Trash Bash Event” was received for information.

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

The Infrastructure Services Committee recommended that the Administrative Assistant's report titled “Monthly Report for September 2015” be received for information.

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

The Infrastructure Services Committee recommended 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*

*The Transportation Advisory Committee recommended 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*

*The Transportation Advisory Committee recommended 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*

*The Transportation Advisory Committee recommended 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.*

**IN CAMERA**

*The Infrastructure Services Committee moved In Camera at 2:34 p.m.*

THAT the public be excluded from attendance at the meeting in accordance with section 90 (1) (i) of the *Community Charter*, “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”; and (k) “negotiations and related discussions respecting the proposed provision of a municipal service...”.

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

*Committee moved out of In Camera at 3:41 p.m.*

**ADJOURNMENT 3:41 p.m.**

**SUNSHINE COAST REGIONAL DISTRICT  
JOINT SCRD – GAMBIER ISLAND LOCAL TRUST COMMITTEE  
September 14, 2015**

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MINUTES FROM THE JOINT SUNSHINE COAST REGIONAL DISTRICT - GAMBIER ISLAND LOCAL TRUST MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES, 1975 FIELD ROAD, SECHELT, BC

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<b>PRESENT:</b>	Islands Trust	Kate-Louise Stamford, Trustee, Gambier Island Trust Committee Dan Rogers, Trustee, Gambier Island Trust Committee Aleksandra Brzozowski, Island Planner Miles Drew, Bylaw Enforcement Manager Ann Kjerulf, Planning Manager
	SCRD	Garry Nohr, Chair & Electoral Area B Director, Halfmoon Bay Silas White, Director, Town of Gibsons Lorne Lewis, Electoral Area E Director, Elphinstone Ian Winn, Electoral Area F Director, West Howe Sound (Chair) Mark Lebbell, Electoral Area D Director, Roberts Creek Les Falk, Electoral Area A Alternate Director, Pender Harbour Angie Legault, Acting Chief Administrative Officer Steve Olmstead, GM, Planning and Development Janette Loveys, GM, Community Services Carolyn Mortensen, Manager, Parks Services Susan Hunt, Executive Assistant
	Ministry of Transportation	Don Legault, Area Manager Michael Braun, Senior Development Technician
<b>REGRETS:</b>		Susan Morrison, Chair, Gambier Island Local Trust Committee David Marlor, Director of Local Planning Services, Islands Trust David Rafael, SCRD, Senior Planner Paul Preston, SCRD, Chief Building Inspector

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<b>CALL TO ORDER</b>	1:04 p.m.
<b>INTRODUCTIONS</b>	Introductions were made.
<b>AGENDA</b>	The Agenda was adopted as amended to include "Fixed Link".
<b>MINUTES</b>	The minutes of the Joint SCRD – Gambier Island Local Trust Committee meeting of July 3, 2014 were reviewed.

1. Regional District / Local Trust Committee Protocol Agreement

The Regional District / Local Trust Committee Protocol Agreement was reviewed. Those present agreed that the agreement is valid and relevant at this time.

2. SCRD and Islands Trust Structure, Role Clarification and Commitments, Differences and Working Together

Trustee Dan Rogers gave an overview of the Islands Trust and the Gambier Island Local Trust Area, distributed maps, a printed overview and brochure for information. There are 26 trustees with two from each local trust area. Functions of the Trust include land use planning, advocating for the preservation and protection of land, waters and communities within the Trust Area and advocating on behalf of island residents/property owners. The trustees are often the only elected official that is accessible for the island people.

Current priorities include implementation of the riparian area regulations, updating the Gambier Island Official Community Plan (logging is a concern along with its effects on recreation areas in the interior of the island and crown leases), and advocacy for Howe Sound in general (e.g. BURNCO gravel mine, LNG impacts and the industrialization of Howe Sound).

Discussion ensued regarding the SCRD Participating Area Service Listing Grid. Trustee Rogers noted that on Keats Island, the residents associate the SCRD with docks, building permits, the annual garbage pickup and the Eastbourne water system.

The Ports service funding was discussed and it was noted that a bylaw is coming forward to amend the funding apportionment so that the two areas without docks (Elphinstone and Roberts Creek) can maintain funding levels consistent with contributions provided prior to Gibsons' withdrawal from the service.

Chair Nohr reviewed the history of the docks service review as well as discussions around equity and island taxation for SCRD services. The islands were removed from some services in response (Bicycle/Walking Paths, Recreation Programs and Dog Control).

Aleksandra Brzozowski noted the main concern for Islands Trust Council is land use planning and that the referral process is very important (e.g. bylaw amendment referred to SCRD by Islands Trust).

Trustee Stamford noted that funds have been allocated for trail upgrades on Gambier Island but there is some disagreement among residents as to how many trails are needed. Some have suggested the money should be shifted to docks.

A question was raised about the levy paid by the islands for the Langdale float. Ms. Legault clarified that an agreement has been reached with BC Ferries to allow the SCRD to charge commercial water taxis a fee for use of the float. This was discussed at the September 3, 2015 Infrastructure Services Committee meeting. In order to implement the fee, the cost recovery mechanism defined in the establishing bylaw must be amended to allow for the collection of fees. A separate 'fees and charges' bylaw will also be required. It will likely be 8-12 weeks before completion. An annual fee of \$600 is proposed for the three commercial water taxis specified in the agreement.

3. Planning Interface and Bylaw Enforcement

The Bylaw enforcement process was discussed and it was noted that voluntary compliance is the goal.

Miles Drew explained the challenge that exists with the Islands Trust being responsible for land use planning and the SCRD being responsible for building inspection. He suggested that a specific protocol agreement, like the one between the Islands Trust and Capital Regional District

could be helpful so that a joint approach to enforcement is taken. The small cabins built 30 years ago are being replaced with large, expensive buildings. It is challenging to remediate unsanctioned structures or alterations on the foreshore. Funding and resources are limited for both agencies and a joint approach could be mutually beneficial.

**Recommendation:**

**THAT SCRD and Islands Trust Staff discuss the development of a letter of understanding on bylaw enforcement;**

**AND THAT a report on the potential letter of understanding be brought to the SCRD Board and Gambier Island Local Trust Council for consideration.**

4. Planning for Parks and Trails

Islands Trust has plans and a set process for the islands regarding parks and trails. Trustee Stamford explained that the Gambier Island doesn't receive the same amount of funding for parks as trails as they pay in taxes for that service. Various groups are involved in trails and it would be helpful to have the groups work together to ensure consistency with the OCP and support of residents. Ms. Loveys suggested that an islands trail strategy would be useful to provide transparency and address the concerns of the residents. Trustee Stamford would like to facilitate this.

**Recommendation:**

**THAT a working group be created within two months to consider a trail strategy for the Islands and to collaborate with the stakeholders from the SCRD and Islands Trust.**

5. Departmental Functions Review for the Islands in the Islands Trust Area

The service grid was referenced in discussion of taxes and service equity for the islands. It was noted that the issue of equity is challenging as equity varies across services and over time.

6. SCRD – Sechelt Indian Band (SIB) Protocol Agreement on Heritage-Archaeological Discoveries and the Permit Process

Chair Nohr said that the SCRD Board met with the Squamish Nation on June 30<sup>th</sup> and hope to be signing a protocol agreement in November. He added that the Town of Gibsons already has an agreement with the Squamish Nation in place.

Mr. Olmstead explained that SCRD staff have been working with SIB on a referral process for building permits. A pilot project was undertaken but the process is currently on hold pending an SIB review of the process.

The SCRD was requested to keep the Islands Trust informed regarding the Protocol Agreement with Squamish Nation.

7. Fire Hazard / Safety on Islands

Trustee Rogers expressed concerns about the provincial fire ban being lifted based on an algorithm and inquired about why Keats Island wasn't included within the SCRD burning regulations. Ms. Legault explained that the islands are outside of the SCRD fire protection service areas so there is no legal authority to regulate. Ms. Mortensen noted that the SCRD did not close trails during the dry season but no smoking signs were installed.

8. Fixed Link Concept

Director White said there has been discussion about a study on a fixed link and advised that the SCRDC wrote a letter to support the study.

The GILTC noted that they have a strategic policy that none of the islands have a fixed link. The possible Gabriola link was discussed, including petition, study and BC Ferries. The study was delayed due to staff turnover and no public consultation has been undertaken at this time. GILTC is waiting to see what the study says about costs, routes etc.

Adjourned: 3:02 p.m.

## SCRD STAFF REPORT

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**DATE:** October 1, 2015  
**TO:** Sunshine Coast Regional District Board – October 8, 2015  
**FROM:** Paul Preston, Chief Building Inspector  
**SUBJECT:** Placement of Notice on Title

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### RECOMMENDATIONS

THAT the Building Inspector's report regarding Building Division files requiring placement of a Notice on Title be received;

1. AND 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**
2. AND 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 6, Block 8, District Lot 1326 & 1327, Plan 7274, Group 1, NWD  
PID 010-678-832  
Electoral Area B**
3. AND 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**



**BACKGROUND**

Section 57.1 of the *Community Charter* allows for a notice to be registered against the title where Building or Bylaw regulations have been contravened, if the Building Inspector discovers that something was done with respect to a building or structure or construction of same that required a Permit or inspection under a Bylaw regulation or enactment and a permit was not obtained or the inspection was not satisfactorily completed.

This report lists a property where structures have been constructed and permits have not been procured or inspections have not been completed to the satisfaction of the Building Division. A minimum of three letters are generally sent in these cases advising the registered owners that certain specific situations exist regarding their property and the Bylaw Compliance Officer has requested that building permits be obtained and completed in each case. The third of these letters was sent by the Chief Building Inspector requesting compliance.

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Manager of Legislative Services has sent registered letters to all of the registered owners of the properties listed in this report. The owners have 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 they will be afforded the opportunity to speak to the issues being registered if they wish.

**DISCUSSION**

Report of properties with permits applied for or issued but no inspections called or construction has taken place without a valid permit:

1. 1630 New Westminster Avenue, **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**

An incomplete application for permit was received in 2011 to move in and place a mobile home on the above noted property. Construction of the concrete pad and placement of the mobile home has been completed without a valid building permit. The mobile home has not been occupied and remains vacant at this time. The SCRD building department is not aware of any life safety issues at this time and recommends that notice be placed on title.

2. 8223 Redrooffs Road, **Lot 6, Block 8, District Lot 1326 & 1327, Plan 7274, Group 1, NWD**  
**PID 010-678-832**  
**Electoral Area B**

A building permit for the construction of a retaining wall was issued on 6<sup>th</sup> June 2011. The permit was renewed twice and has now expired incomplete. Construction of the wall has been completed without final approval from the Registered Professional of Record and the SCRD building department. The SCRD building department is not aware of any life safety issues at this time and recommends that notice be placed on title.

3. 14139 Mixal Heights Road, **Strata Lot 5, District Lot 3678, Plan LMS2571, Group 1, NWD**  
**PID 023-574-283**  
**Electoral Area A**

In May 2008 a building permit was issued to construct a single family dwelling (Coach House) on the above noted property. This permit was later amended in June 2010 to an auxiliary building with a second floor office.

In May 2010 a further permit was issued for the construction of a new 2 storey single family dwelling. Inspections have been carried out on both permits, but they have both now expired without final approval from the SCRD building department. The SCRD building department is not aware of any life safety issues at this time and recommends that notice be placed on title.

**End of list**

Respectfully submitted

Paul Preston, *RBO*  
Chief Building Inspector

**SCRD STAFF REPORT**

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**DATE:** October 2, 2015  
**TO:** Regular Board – October 8, 2015  
**FROM:** Tina Perreault, Treasurer  
**RE:** Special Meeting Request

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**RECOMMENDATION(S)**

**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.**

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**BACKGROUND**

As part of the Budget Process, there is a Libraries Pre-Budget Meeting.

**DISCUSSION**

This year there are several updates for the Gibsons and District Public Library and the Sechelt Public Library, therefore staff request that the Libraries Pre-budget Meeting be set-up as a Special Corporate and Administrative Services (CAS) Meeting on December 3, 2015. As a Special CAS, any recommendations made can be recorded and forwarded to Board for adoption.

**SUNSHINE COAST REGIONAL DISTRICT**

**Bylaw No. 1038.2**

A bylaw to amend *Sunshine Coast Regional District Ports Local Service Establishment Bylaw No. 1038, 2000* to reapportion costs.

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WHEREAS the Board of the Sunshine Coast Regional District established the Ports Service by way of *Sunshine Coast Regional District Ports Local Service Establishment Bylaw No. 1038, 2000* for the purpose of establishing, acquiring and operating ports;

AND WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Sunshine Coast Regional District Ports Local Service Establishment Bylaw No. 1038, 2000* to update the cost apportionment;

AND WHEREAS consent on behalf of the electors in the participating areas has been given in writing by at least two-thirds of the participants in accordance with section 802 of the *Local Government Act*;

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

1. This bylaw may be cited for all purposes as the *Sunshine Coast Regional District Ports Local Service Amendment Bylaw No. 1038.2, 2015*.
2. *Sunshine Coast Regional District Ports Local Service Establishment Bylaw No. 1038, 2000* is hereby amended as follows:
  - a. Delete Section 5 in its entirety and replace with a new Section 5 as follows:

5. Cost Recovery

As provided for in Section 816(1) of the *Local Government Act*, the annual cost of providing the service shall be recovered by

- (a) the requisition of money under Sections 822 and 823 to be collected by a property value tax apportioned amongst the participants as follows:

Electoral Area B – Halfmoon Bay – 21%  
 Electoral Area D – Roberts Creek – 17%  
 Electoral Area E – Elphinstone – 12%  
 Electoral Area F – West Howe Sound – 50%; and



**SUNSHINE COAST REGIONAL DISTRICT****Bylaw No. 1079.1**

A bylaw to amend *Langdale Dock Service Establishing Bylaw No. 1079, 2011* to add the imposition of fees and other charges as a method of cost recovery.

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WHEREAS the Board of the Sunshine Coast Regional District wishes to amend *Langdale Dock Service Establishing Bylaw No. 1079, 2011* to add fees as a method of cost recovery;

AND WHEREAS consent on behalf of the electors in the participating areas has been given in writing by at least two-thirds of the participants in accordance with section 802 of the *Local Government Act*;

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

1. This bylaw may be cited for all purposes as the "*Langdale Dock Service Amendment Bylaw No. 1079.1, 2015*".
2. *Langdale Dock Service Establishing Bylaw No. 1079, 2011* is hereby amended as follows:
  - a. Section 5 is deleted in its entirety and replaced with a new Section 5 as follows:

5. Cost Recovery

As provided for in Section 803 of the *Local Government Act*, the annual cost of providing the service shall be recovered by

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (b) revenues received by way of agreement, enterprise, gift, grant or otherwise; and
- (c) the imposition of fees and other charges.



**SUNSHINE COAST REGIONAL DISTRICT  
ZONING AMENDMENT BYLAW No. 675.2, 2015**

A bylaw to amend the "Halfmoon Bay Official Community Plan Bylaw No. 675, 2013".

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 the "Halfmoon Bay Official Community Plan Amendment Bylaw No. 675.2, 2015".

**PART B – AMENDMENT**

2. Section '9.b. Residential Land Use Policies' be amended by adding the following text:

9.33 Subject to a rezoning application, the minimum parcel area may be reduced to provide for subdivision of a single parcel without amendment to this Plan:

- 1) Where there had been a significant change, such as the introduction of SCR D water supply service, to the property since the OCP was adopted;

or

- 2) Subject to the following conditions:

- (a) The parcel is zoned and of sufficient area to allow for two dwellings;
- (b) The parcel must be at least twice the area of the average parcel in the neighbourhood. Calculation of the average area shall not include the subject parcel. The neighbourhood:
  - (i) is those properties with the same Official Community Plan land use designation,
  - (ii) is within the same zone and subdivision district as set out in *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*;
  - (iii) is within 150 metres of the subject property's parcel boundary; and
  - (iv) does not include bare land strata properties.
- (c) Waste water treatment/septic fields provision meets Ministry of Health requirements as demonstrated in a report provided by a qualified professional;
- (d) Meet the requirements set out in section 402 and 403 of *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* regarding minimum contiguous area;
- (e) The subject property is to be connected to the SCR D water supply service if provided.

- 3) Each parcel created by the subdivision will be limited to one single-family



dwelling in addition to other uses permitted in *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987.*

**PART C - ADOPTION**

PURSUANT TO SECTION 879 OF THE <i>LOCAL GOVERNMENT ACT</i> CONSULTATION REQUIREMENTS CONSIDERED this	23 <sup>rd</sup>	DAY OF	APRIL	2015
READ A FIRST TIME this	23 <sup>rd</sup>	DAY OF	APRIL	2015
READ A SECOND TIME AS AMENDED this	9 <sup>th</sup>	DAY OF	JULY	2015
CONSIDERED IN CONJUNCTION WITH THE SUNSHINE COAST REGIONAL DISTRICT FINANCIAL PLAN AND ANY APPLICABLE WASTE MANAGEMENT PLANS AND THE 10-YEAR WATER PLAN PURSUANT TO SECTION 882 OF THE <i>LOCAL GOVERNMENT ACT</i> this	9 <sup>th</sup>	DAY OF	JULY	2015
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	30 <sup>th</sup>	DAY OF	JULY	2015
READ A THIRD TIME this		DAY OF	MONTH	YEAR
ADOPTED this		DAY OF	MONTH	YEAR

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Corporate Officer

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Chair

**SUNSHINE COAST REGIONAL DISTRICT  
ZONING AMENDMENT BYLAW No. 310.160, 2015**

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 the "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.160, 2015".

**PART B – AMENDMENT**

2. Section 406 be amended by insetting the following before section 406 (7):  
“(6A) Site Specific Exemptions  
Despite section 406 (6) on Lot 3, District Lot 2309, Plan VAP10602, PID 009-362-207:
  - a) the maximum permitted density shall be 3000 square metres;
  - b) the absolute minimum parcel size shall be 2000 square metres.”
3. Section 611 be amended by:
  - a) renumbering Sections 611.4 to 611.9 as 611.5 to 611.10;
  - b) inserting the following:  

**“Site Specific Uses**

611.4 Despite sections 611.2 and 611.3(1) on Lot 3, District Lot 2309, Plan VAP10602, PID 009-362-207, or any subsequently created parcels, only one single family dwelling per parcel shall be permitted;”

**PART C - ADOPTION**

READ A FIRST TIME this	23 <sup>rd</sup>	DAY OF	APRIL	2015
READ A SECOND TIME this	9 <sup>th</sup>	DAY OF	JULY	2015
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	30th	DAY OF	JULY	2015
READ A THIRD TIME this		DAY OF	MONTH	YEAR
ADOPTED this		DAY OF	MONTH	YEAR

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Corporate Officer

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Chair

**SUNSHINE COAST REGIONAL DISTRICT  
ZONING AMENDMENT BYLAW NO. 310.148, 2015**

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

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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 the “Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.148, 2015.

**PART B – AMENDMENT**

2. Amend Sunshine Coast Regional District Electoral Area Zoning Bylaw 310, 1987 as follows:
  - (a) Column I of Table II in Section 509 and sections 601.2(3), 601.9, 602.7, 611.1(5) and 611.9 by deleting the words “horticultural sales” and replacing them with “horticultural product sales”;
  - (b) Column I of Table II in Section 509 and sections 1001.3(2), 1001A.3(1), 1001B.3(2), 1001D.3(2), 1011.4(7) and 1011A.4(9) by deleting the words “riding stable and academy” and replaced with “horse riding, training or boarding facility”;
  - (c) All textual references to “RU3”, “RU3A” and “RU3B” are replaced with “AG” and all textual references to “Rural Three”, “Rural Three – A”, and “Rural Three – B” are replaced with “Agriculture”;
  - (d) Amend Part II by replacing and adding new definitions, as listed on Appendix A to this bylaw;
  - (e) Part III by replacing “RU3 Rural Three” and “RU3A Rural Three - A” with “AG Agriculture”;
  - (f) Schedule A to Bylaw 310 is amended by rezoning all lands zoned RU3 (Rural Three), RU3A (Rural Three A) and RU3B (Rural Three B) to AG (Agriculture).
  - (g) Part X by deleting sections 1021, 1021A and 1021B and replacing with the following:

## **AG Zone (Agriculture)**

### **1021 Permitted Uses**

1021.1 The following uses are permitted in the AG zone:

- (1) agriculture;
- (2) farm or farm operation;
- (3) single family dwelling;
- (4) auxiliary dwelling unit subject to section 1021.6(2) of this bylaw;
- (5) agricultural product sales subject to sections 1021.7(2) and 1021.7(4) of this bylaw;
- (6) animal slaughter or processing subject to section 1021.8(1) of this bylaw;
- (7) farm research and education subject to section 1021.7(5) of this bylaw;
- (8) creamery subject to sections 1021.7(4) and 1021.8(4) of this bylaw;
- (9) winery or cidery subject to sections 1021.7(3) and 1021.8(3) of this bylaw;
- (10) brewery, distillery or meadery subject to sections 1021.7(4) and 1021.8(4) of this bylaw;
- (11) agritourism excluding tourist accommodations except as permitted under section 1021.5 of this bylaw;
- (12) food and beverage service lounge auxiliary to a brewery, cidery, distillery, meadery or winery subject to section 1021.7(3) of this bylaw;
- (13) home occupation subject to Part 502(10) of this bylaw;
- (14) bed and breakfast subject to Part 502(11) and section 1021.5(2)(c) of this bylaw.

### **Additional Permitted Uses**

1021.2 On a parcel exceeding 1 hectare the additional permitted uses are:

- (1) (a) one manufactured home, up to 9 metres wide, for housing:
  - (i) the parcel owner's immediate family;
  - (ii) farm workers;or
  - (b) a second single family dwelling, where authorized by the Agricultural Land Commission in response to a non-farm use application;
- (2) subject to section 1021.2(1), a single family dwelling in the form of a transition house provided that the transition house floor area neither exceeds 300 m<sup>2</sup> nor accommodates more than eight persons;
- (3) horse riding, training or boarding facility subject to section 1021.8(2) of this bylaw.

1021.3 On a parcel equal to or exceeding 8 hectares the additional permitted use is:

- (1) marihuana production facility.

#### **Site Specific Uses**

1021.4 (1) A garden supply centre is permitted on Lot 17, District Lot 682, Plan 13714.

- (2) An additional dwelling to create a duplex is permitted on Lot B, Block H, District Lot 903, Plan 1866 in place of a second single family dwelling.

#### **Temporary Uses**

1021.5 (1) The AG zone is designated as a temporary use permit area for the purpose of permitting temporary agritourism campgrounds auxiliary to agriculture or a farm operation in Electoral Areas B, D and E.

(2) A campground approved under a temporary use permit under this section shall:

- (a) be situated on a parcel having an area of at least 2 hectares and classified for property tax assessment purposes as a farm;
- (b) not exceed 5% of the parcel area;
- (c) not exceed 10 campsites, except that where a bed and breakfast is situated on the same parcel the combined number of bed and breakfast guest rooms plus campsites shall not exceed 10;
- (d) be either connected to a community sewer facility or have on-site sewage disposal facilities in place that are in accordance with current regulations pursuant to the *Health Act*.

#### **Number of Dwellings and Conditions of Use**

1021.6 (1) Subject to section 1021.2 of this bylaw, no more than two single family dwellings shall be located on a parcel.

(2) One auxiliary dwelling unit may be located within:

- (i) a single family dwelling except a manufactured home; and
- (ii) above a single-story farm building subject to section 502(8) of this bylaw.

## Areas of Buildings, Structures and Uses

- 1021.7
- (1) The parcel coverage of all buildings and structures used as part of a park, including biodiversity conservation, passive recreation, heritage, wildlife and scenery viewing, shall not exceed 100 m<sup>2</sup>.
  - (2) Agricultural product sales are limited as follows:
    - (a) at least 50 percent of the of agricultural products sold are grown and produced:
      - (i) on the same farm; or
      - (ii) by an association as defined by the *Cooperative Association Act* to which the owner of the farm on which the agricultural product sales take place;
    - and
    - (b) the agricultural products sales area, both indoors and outdoors, shall not exceed 300 m<sup>2</sup>.
  - (3) A food and beverage service lounge auxiliary to a brewery, cidery, distillery, meadery or winery :
    - (a) shall not exceed:
      - (i) a floor area of 100 m<sup>2</sup>;
      - (ii) an indoor seating capacity of 30; or
      - (iii) an outdoor seating area of 50 m<sup>2</sup>;
    - (b) may serve alcoholic beverages other than produced on the same farm, provided that the beverages are sold:
      - (i) as single servings for immediate consumption within an area conforming to subsection 3(a); or
      - (ii) in a special event area operated in accordance with a special event endorsement issued under the *Liquor Control and Licensing Regulation*.
  - (4) A, brewery, cidery, creamery, distillery, meadery or winery may include:
    - (a) preparing and storing their processed products;
    - (b) a retail sales area not exceeding 100 m<sup>2</sup>;
    - (c) on-site tours.
  - (5) The parcel coverage of all buildings, structures used solely for farm education and research shall not exceed 100 m<sup>2</sup>.

### **Conditions of Use**

- 1021.8
- (1) At least 50 percent of animals slaughtered and farm product processed, packaged or stored by an animal slaughter or processing facility shall be reared and produced on the same farm.
  - (2) A horse riding, training or boarding facility shall not contain more than three horse stalls per hectare to a maximum of 40 per parcel.
  - (3) A winery or cidery shall have:
    - (a) at least 50 percent of the farm products used in wine or cider products produced on the same farm, or
    - (b) if the land area is more than 2 hectares, unless otherwise authorized by the Agricultural Land Commission, at least 50 percent of the total farm product for processing supplied by a British Columbia farm under a minimum three-year contract;
  - (4) A brewery, creamery, distillery or meadery must have at least 50 percent of the farm products used in producing beer, creamery products, distilled spirits or mead produced on the same farm.

### **Siting**

- 1021.9
- (1) Except as otherwise provided for in this section, no building or structure shall be sited within:
    - (a) 5 metres of a front or rear parcel line;
    - (b) 1.5 metres of a side parcel line, except where the side parcel line abuts a highway, in which case the minimum setback to side parcel line shall be 4.5 metres;
  - (2) Agricultural and farming activities, uses, buildings and structures shall be sited a minimum distance from a parcel line, as follows:

use of land, building or structure	parcel line setback	
	front or abutting ALR	all other
apiary beehives	5 metres to front 1.5 metres to abutting ALR	1.5 metres
agricultural buildings, structures, or outdoor storage areas, except as otherwise specified under this section.	5 metres	5 metres
agricultural buildings, structures, or outdoor storage areas having confined livestock areas including up to 1 AU of swine.	10 metres	15 metres
agricultural buildings, structures, or outdoor storage areas having confined livestock areas including more than 1 AU of swine.	25 metres	30 metres
animal slaughter or processing	25 metres	30 metres
greenhouse containing no artificial lighting	5 metres	5 metres
greenhouse containing artificial lighting	15 metres	15 metres
kennel, including outdoor runs	10 metres	15 metres
agricultural product sales except in the form of an open air stand	5 metres	5 metres
agricultural product sales in the form of an open air stand	1.5 metres	5 metres
agritourism campground (where permitted)	25 metres	30 metres
agricultural waste storage facility	25 metres	30 metres
chemical storage structure	10 metres	10 metres
marihuana production facility	60 metres	60 metres
mushroom growing medium preparation and storage	25 metres	30 metres
soilless medium preparation	10 metres	15 metres
soilless medium storage	5 metres	7.5 metres



- (3) Agricultural and farm activities, uses, buildings and structures shall be situated a minimum distance from the natural boundary of a watercourse or waterbody, as follows:

use, building or structure	watercourse / waterbody setback
confined livestock area containing 10 or fewer AUs animal slaughter or processing agricultural waste storage facility mushroom barn composting or compost storage chemical storage structure wood waste storage	15 metres
confined livestock area containing more than 10 AUs seasonal feeding areas field storage of agricultural solid waste	30 metres

**Parcel Coverage**

1021.10 Parcel coverage shall not exceed 15%, except:

- (1) on a parcel having an area less than or equal to 2000 m<sup>2</sup> parcel coverage shall not exceed 25%;
- (2) greenhouse parcel coverage, exclusive of all other parcel coverage, shall not exceed 50%.

**PART C – ADOPTION**

READ A FIRST TIME this	9 <sup>th</sup> DAY OF April,	2015
READ A SECOND TIME, as amended, this	DAY OF	2015
PUBLIC HEARING held pursuant to LOCAL GOVERNMENT ACT this	DAY OF	2015
APPROVED PURSUANT TO Section 52 of the TRANSPORTATION ACT this	DAY OF	2015
READ A THIRD TIME this	DAY OF	2015
ADOPTED this	DAY OF	2015

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Chair

## Appendix A to Bylaw No. 310.148

1. Part II of Zoning Bylaw No. 310 is amended by deleting the following definitions:

“farm”  
“horticultural sales”  
“horticulture”  
“riding stable and academy”

2. Part II of Zoning Bylaw No. 310 is further amended by inserting the following definitions:

“agricultural building” means a building used in conjunction with agriculture, including a farm operation and, where permitted under this bylaw, may contain accommodation in the form of an auxiliary dwelling unit or sleeping unit for farm workers;

“agricultural product sales” means the use of land, buildings or structures for the sale of horticultural products, dairy, eggs, meats, apicultural products, aquacultural products, creamery products, wines, ciders, beers, meads, or distilled spirits, which are produced on the same land or, where permitted under this bylaw, transported from elsewhere;

“agricultural unit” or “AU” means an equivalent live farm animal weight corresponding to 455 kg for livestock, poultry or farmed game, or any combination these equaling 455 kg;

“agricultural waste storage facility” means land, building or structure used to contain agricultural liquid or solid waste or other biosolids for a beneficial use such as composting, or disposal;

“agritourism” means temporary or seasonal activities such as farm tours, hay rides and fish ponds that promote or market agricultural products grown, raised or processed on a parcel classified for assessment purposes as a farm;

“animal slaughter or processing” means slaughtering livestock, or cutting, eviscerating, sectioning, deboning, smoking, curing or packaging meat or meat products. Where the context requires, it also means a provincially licenced animal slaughter and processing facility;

“confined livestock area” means an area of land or building where non-grazing livestock are kept or secured such as by a structure such as a fence, wall or landscape barriers, and includes poultry coops, pens and outdoor runs, stables, feedlots, paddocks, corrals, exercise yards, and animal holding areas, but does not include a seasonal feeding or grazing area;

“creamery” means a facility where milk and cream are processed and where butter and cheese are produced;

“farm” or “farm operation” means an agricultural business conducted as an integrated unit on land comprising all or part of a parcel or group of parcels, contiguous or not, and involving any of the following activities:

- growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- clearing, draining, irrigating or cultivating land;
- using or storing farm machinery, equipment, devices, materials and structures;
- agricultural activity on, in or over land in accordance with the *Farm Practices Protection (Right to Farm) Act*,

“farm research and education” means land, buildings or structures dedicated to researching, promoting and teaching methods of agriculture and farming;

“greenhouse” means a translucent-clad structure that is used for horticulture and is of sufficient size for one or more persons to work within it;

“horse riding, training or boarding facility” means the use of land, buildings or structures for the keeping of horses being trained and cared for, which may also include training and instructing equestrian riders;

“horticultural product sales” means the use of land, buildings or structures for the sale of fruits, vegetables, herbs, flowers or ornamental plants that are grown and produced on the same farm or otherwise on the same parcel;

“horticulture” means the cultivation of fruits, vegetables, herbs, flowers and ornamental plants;

“livestock” means domestic farm animals including poultry, bees reared through apiculture, fish or other aquatic animals raised through aquaculture;

“manufactured home” means a transportable prefabricated structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another and to be used for residential use by a single family. The structure normally conforms to the CSA Z240 series standards of the Canadian Standards Association for manufactured homes.

“poultry” means domestic birds raised for the consumption of eggs or meat such as chickens, ducks, turkeys, geese, pheasants, quail, game birds and ratites;

“sales area” means floor area or land area where customers may freely peruse, select and purchase products that are prepared, stored and displayed for sale;

“temporary farm worker accommodation” means a dwelling, which may contain one or more sleeping units, sanitary facilities and not more than one cooking facility, specifically designed to accommodate seasonal farm workers during the growing or harvest season;