



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, October 11, 2012

AGENDA

CALL TO ORDER 7:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of September 20, 2012 Annex A
Pages 1-11
3. Special Board meeting minutes of October 4, 2012 Annex B
pp 12-13

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

4. Reconsideration of motion – Pursuant to Section 219 of the *Local Government Act*, Chair Nohr has exercised his right of reconsideration of Motion 326/12 of the September 13, 2012 Regular Board meeting as follows:

THAT the correspondence from the Secretary of the Federal Electoral Boundaries Commission for BC regarding the redistribution of Federal Electoral Boundaries in BC be received;

AND THAT the correspondence from Councillor Lee Ann Johnson, Town of Gibsons, be received and used as background information for a letter to be sent to the Secretary of the Federal Electoral Boundaries Commission for BC stating the SCR D does not wish to be separated from Powell River.

PETITIONS AND DELEGATIONS

COMMUNICATIONS

5. Federation of Canadian Municipalities Annex C
p 14
 Regarding nominations for the Queen's Diamond Jubilee Medal
6. Chamber of Shipping of British Columbia Annex D
pp 15-16
 Regarding a video series to raise awareness of tanker risk management best practices in British Columbia

- | | | |
|----|---|---------------------|
| 7. | <u>Ministry of Environment</u>
Regarding a proposed partnership to address Illegal dumping | Annex E
p 17 |
| 8. | <u>Coast Cable</u>
Requesting a variance to SCRD Noise Control Bylaw No. 597 | Annex F
pp 18-19 |

REPORTS

- | | | |
|-----|--|---------------------|
| 9. | Administrator's Report | Annex G
pp 20-21 |
| 10. | Directors' Reports | Verbal |
| 11. | Planning and Development Committee recommendation Nos.1-11, 13-16 and 19-28 of September 20, 2012 - <i>(Nos. 12, 17, 18, 29 and 30 previously adopted)</i> | Annex H
pp 22-33 |
| 12. | Special Corporate and Administrative Services Committee recommendation No. 1 of October 3, 2012 | Annex I
pp 34-35 |
| 13. | Corporate and Administrative Services Committee recommendation Nos. 1-11 of October 4, 2012 | Annex J
pp 36-39 |
| 14. | Infrastructure Services Committee recommendation Nos. 1-15 of October 4, 2012 | Annex K
pp 40-45 |
| 15. | Chief Building Inspector - Notice on Title | Annex L
pp 46-47 |

MOTIONS

16. THAT the resignation of Carl Snazell from the Elphinstone Advisory Planning Commission be received.
17. THAT the resignation of Catherine Abbott from the Agricultural Advisory Committee be received.

BYLAWS

- | | | |
|-----|---|---------------------|
| 18. | "Halfmoon Bay Official Community Plan Amendment Bylaw No. 325.19, 2010" – <i>third reading and adoption</i>
Electoral Area B
(Voting – Electoral Area Directors – 1 vote each) | Annex M
pp 48-49 |
| 19. | "Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.134, 2010" – <i>third reading and adoption</i>
Electoral Area B
(Voting – Electoral Area Directors – 1 vote each) | Annex N
pp 50-51 |

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1)(a), (g) and (k) of the *Community Charter* – “personal information about an identifiable individual who ...”, “litigation or potential litigation affecting the municipality” and “negotiations and related discussion respecting the proposed provision of a municipal service...”.

ADJOURNMENT



SUNSHINE COAST REGIONAL DISTRICT

September 20, 2012

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

PRESENT:	Chair	G. Nohr
	Directors	D. Shugar L. Turnbull G. Tretick L. Lewis F. Mauro A. Lutes K. Julius
ALSO PRESENT:	GM, Planning and Development	S. Olmstead
	GM, Infrastructure Services	B. Shoji
	Treasurer	T. Perreault
	Chief Building Inspector	P. Longhi (Part)
	Senior Planner	D. Rafael (Part)
	Deputy Corporate Officer / Recorder	S. Williams
	Media	0
Public	2	

CALL TO ORDER 7:30 p.m.

AGENDA It was moved and seconded

344/12 THAT the agenda for the meeting be adopted as amended to include a verbal report on Extraordinary Meetings and to reorganize the order of the agenda to move Item No. 6 Notice on Title to 2a.

CARRIED

MINUTES

Minutes It was moved and seconded

345/12 THAT the Regular Board meeting minutes of September 13, 2012 be adopted as presented.

CARRIED

REPORTS

Extraordinary

It was moved and seconded

346/12

THAT the Community Bus Workshop held on September 19, 2012 and the Agricultural Zoning Workshop held on September 13, 2012 be declared extraordinary for the purpose of Director Remuneration.

CARRIED

Notice on Title

It was moved and seconded

347/12

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

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 11, Block A, District Lot 2631, Plan 22957, Group 1, NWD PID 016-331-842;

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 I, Block 12 of the North East ¼ of District Lot 908, Plan 19771, Group 1, NWD PID 007-025-513;

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 110, Block 10, District Lot 1325, Plan 16511, Group 1, NWD PID 007-450-966;

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 13, Block 2, District Lot 1637, Plan 9899, Group 1, NWD PID 009-966-064;

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 4, District Lot 3964, Plan BCP340, Group 1, NWD PID 025-452-657;

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 6, District Lot 2951, Plan 10963, Group 1, NWD PID 009-224-033;

AND FURTHER 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 A, District Lot 2020, Plan 19855, Group 1, NWD PID 003-624-153.

CARRIED

Director’s Reports

Directors provided a verbal report of their activities.

Grant-In-Aid It was moved and seconded

348/12 THAT a Grant-In-Aid in the amount of \$500 from Area B be awarded to the Halfmoon Bay Fire Department to assist with the first Annual Halfmoon Bay Fire Department 10K Run;

AND THAT the payment be available by September 29, 2012.

CARRIED

Community It was moved and seconded

349/12 THAT Community Services Committee recommendation No. 3 of September 13, 2012 be replaced with the following notation:

The Committee chose not to act on the request to include the issue of Arts and Culture as a recreational activity as the Recreation Parks Services Advisory Committee Chair had agreed to revisit the issue at the next meeting.

CARRIED

Community It was moved and seconded

350/12 THAT Community Services Committee recommendation Nos. 1-2, 4-12, 14-16 and 22-28 of September 13, 2012 be received, adopted and acted upon as amended follows:

350/12 cont.

Recommendation No. 1 *Parks and Recreation Monthly Report*

THAT the Parks and Recreation Monthly Report together with the verbal report on the Dakota Ridge road be received.

Recommendation No. 2 *Joint Use Meeting*

THAT a general Joint Use meeting be scheduled with SCRD and School District No. 46 representatives.

Recommendation No. 4 *RPSAC Minutes*

THAT the Recreation and Parks Services Advisory Committee meeting minutes of August 28, 2012 be received as amended to note that Director Shugar sent regrets.

Recommendation No. 5 *Keats/Gambier Joint Town Hall Meeting*

THAT the report from the General Manager of Community Services regarding the Keats/Gambier Joint Town Hall meetings of July 6, 2012 be received.

Recommendation No. 6 *Board Directives Clarification Update*

THAT the report from the Parks Services Manager regarding Board directives clarification be received;

AND THAT Resolution No. 153/04 *Recommendation No. 8* and Resolution No. 033/12 *Recommendation No. 22 regarding participation in Joint Use be resolved* through an invitation to the SIGD to attend the next Joint Use meeting to determine if they would like to participate on the Committee.

Recommendation No. 7 *Zero Waste Coordinator*

THAT Resolution No. 152/05 be re-tasked to the zero waste management coordinator or other appropriate staff to include in their waste program.

Recommendation No. 8 *Gambier Island Trail*

THAT the report from the Parks Services Manager regarding Gambier Island Powder Point/Douglas Bay subdivision trail be received;

AND THAT the Parks Planner check with Kate Stamford and *Jan Hagedorn*, Islands Trust Representatives and Joyce Clegg, Area F Alternate Director on this issue *and report back* to a future Community Services Committee meeting.

350/12 cont.

Recommendation No. 9 *Tracking of Staff Time*

THAT the report from the Parks Services Manager regarding the tracking of Parks staff time be received.

Recommendation No. 10 *Mount Elphinstone Trails*

THAT the report from the Parks Services Manager regarding Mount Elphinstone Trails be received.

Recommendation No. 11 *UBCM*

THAT staff provide briefing notes on funding for older facilities to the director speaking to Minister Bennett, Ministry of Community, Sport and Cultural Development at UBCM.

Recommendation No. 12 *Parks Hut/ Staffing Exclusive in Area A*

THAT the report from the Parks Services Manager regarding Parks Hut/Staffing in Area A be received.

Recommendation No. 14 *VeloCity International Bike Conference*

THAT the report from the Parks Planning Coordinator regarding the VeloCity International Bike Conference be received;

AND THAT the SCRD share this report with local municipalities, Transportation Advisory Committee, Sunshine Coast Tourism and the Advisory Planning Commissions.

Recommendation No. 15 *Area A Bicycle & Walking Paths Function*

THAT the report from the Parks Services Manager regarding the proposed Area A Bicycle & Walking Paths function be referred to In Camera for discussion.

Recommendation No. 16 *Area D Bicycle & Walking Paths Grant-In-Aid Budget*

THAT the verbal report from Director Shugar regarding the Area D Bicycle & Walking Paths Grant-In-Aid budget be received;

AND THAT \$864 (\$771 plus \$93 tax) be approved from the Area D Grant in Aid Function (127) for the Roberts Creek Bicycle and Walking Path project to be paid to the Roberts Creek Community Association in regards to CAD work performed by Judith Reeve.

350/12 cont.

Recommendation No. 22 *Fire Department Joint Training*

THAT the report from the General Manager of Community Services regarding Fire Departments joint training be received.

Recommendation No. 23 *SCEP Minutes*

THAT the Sunshine Coast Emergency Program Planning Committee meeting minutes of May 30, 2012 be received;

AND THAT a letter be sent to Sechelt Indian Band thanking them for participating in the exercise and future training.

Recommendation No. 24 *Sechelt Youth Centre Update*

THAT the Sechelt Youth Centre update for July and August 2012 be received.

Recommendation No. 25 *Marine Oil Spill Response Plan*

THAT correspondence from the Minister of Environment regarding the Marine Oil Spill Response Plan be received.

Recommendation No. 26 *Joint Emergency Preparedness Program*

THAT the correspondence from the Minister of Public Safety regarding the elimination of the Joint Emergency Preparedness Program be received.

Recommendation No. 27 *Provincial Health Plan*

THAT the Provincial Health Plan be referred to the September Planning and Development Committee.

Recommendation No. 28 *Area A Bicycle & Walking Paths Function*

THAT the report from the Parks Services Manager regarding the proposed Area A Bicycle & Walking Paths function be received;

AND THAT the 2012 Financial Plan for Area A Feasibility (Function 151) be amended to include \$6,948 of costs to establish the new Area A Bicycle and Walking Paths function.

CARRIED

Planning and Devel. **It was moved and seconded**

351/12

THAT Planning and Development Committee recommendation Nos. 12, 17, 18, 29 and 30 of September 20, 2012 be received, adopted and acted upon as follows:

Recommendation No. 12 *Risk Assessment & Liability Policy*

THAT that the staff report titled “Re-consideration of Risk Assessment and Liability Policy” dated September 7, 2012 be received;

AND THAT the existing SCR D Board Policy No. 13-6410-8 -Risk Assessment and Liability be repealed and replaced with:

1. The SCR D requires that the qualified professional’s report state that the site is safe for the use intended and that the report specifies what conditions are required to ensure the site will be safe.
2. That the development meets the 2% in 50 year seismic design.
3. That the development meets the 1:200 year flood design.
4. For landslides, the SCR D requires that the qualified professional’s report include a completed Appendix D Landslide Assurance Statement.
5. For other hazards the qualified professional shall:
 - a. describe the method of hazard or risk analysis used;
 - b. referred to an appropriate and indentified provincial, national or international guideline for level of safety;
 - c. compare the guidelines with findings of his/her investigation;
 - d. make a finding on the level of safety on the property based on the comparison;
 - e. make recommendations to reduce hazards and risks; and
 - f. report on the requirements for future inspections of the property and recommend who should make those inspections.

Recommendation No. 17 *DOS Referral*

THAT that the staff report titled “District of Sechelt Referral Regarding an OCP Amendment To The Bonus Density Policies For Affordable Housing” dated September 12, 2012 be received;

AND THAT the Regional District supports the District of Sechelt’s proposed amendments to its Official Community Plan Bonus Density Policy and Density Bonus Implementation Policy.

351/12 cont.

Recommendation No. 18 *TOG Referral*

THAT the staff report titled “Referral from Town of Gibsons for Plan 6755, Block 7, DL 842 Chaster Road in Gospel Rock area (SD#2011-05)” dated September 12, 2012 be received;

AND THAT the following comments be sent to the Town of Gibsons’ Subdivision Approval Officer:

1. Infrastructure Services confirms that there are no impacts on the SCRD water system;
2. Any new roads should consider making allowances for future transit services to serve the Gospel Rock area should it continue to be developed;
3. Consideration needs to be given to improvements to the intersection at Pratt and Chaster Roads as further development could occur in the Gospel Rock area that relies on Chaster Road as the access;
4. Any proposed improvements to the Chaster/Pratt intersection should be referred to the Regional District and local residents in Elphinstone for comment prior to construction;
5. Construction of the emergency access road, either to Rosamund Road or Fairview Road, must consider potential impacts to Seaward Creek; and
6. Any technical plans and geotechnical reports should be referred to the Regional District and local residents in Elphinstone for comment prior to construction of the proposed emergency access road.

Recommendation No. 29 *Bylaw 641 – Roberts Creek Official Community Plan (RCOCP)*

THAT the staff reported titled “Bylaw 641 – Roberts Creek Official Community Plan” dated September 13, 2012 be received;

AND THAT Bylaw 641 be forwarded to the Board for consideration of amended second reading;

AND FURTHER THAT Bylaw 641 be considered in conjunction with the Sunshine Coast Regional District financial Plan, any applicable Waste Management Plans and the 10-Year Water Plan pursuant to section 882 of the *Local Government Act*.

Recommendation No. 30 *Public Health Plan for BC*

THAT the Consultation Discussion Guide titled “A Public Health Plan for BC” be received;

AND THAT a letter be sent in response stating the plan may be better enhanced by addressing the following:

- Youth – young adults
- Poverty
- Homelessness
- Not an action-oriented plan
- Examples be included in major steps to further illustrate the intent of the Communications Plan – as presented they are unclear.

CARRIED

UBCM Resolutions **It was moved and seconded**

352/12

THAT the report regarding 2012 Resolutions to UBCM be received;

AND THAT Directors speak to resolutions at UBCM as follows:

Capital Costs of Fire Suppression	Director Nohr
Funding for BC Conservation Service	Director Shugar
Exterior Full Cut Off Lighting	Director Nohr
Illegal Dumping Enforcement	Director Shugar
Privatization of Water Systems	Director Turnbull
Disposal of Gypsum Containing Asbestos	Director Mauro
Commercialization of Water	Director Lutes
Emergency Preparedness Funding	Director Turnbull

CARRIED

Grant Application **It was moved and seconded**

353/12

THAT the report regarding the Enabling Accessibility Fund Application for the Gibsons & District Aquatic Centre be received as information;

AND THAT a letter be sent to Human Resources and Skills Development Canada confirming the SCRD contribution of 25% (up to \$16,667) of total project costs if the Enabling Accessibility Grant Application is approved;

AND FURTHER THAT \$16,667 be included in the 2013 Budget for Gibsons & District Aquatic Centre if the Enabling Accessibility Grant for the Gibsons & District Aquatic Centre is approved.

CARRIED

R C Arts Festival It was moved and seconded

354/12 THAT the staff report regarding support for Roberts Creek Art Festival be received;

AND THAT staff be directed to complete the Confirmation of Support form including the potential usage of Cliff Gilker Park, Roberts Creek Pier and the undeveloped park land behind Roberts Creek Hall.

CARRIED

BYLAWS**Bylaw 641 It was moved and seconded**

355/12 THAT “Roberts Creek Official Community Plan Bylaw No. 641, 2011” be amended to delete the references to “protected areas” in the third last paragraph of the introduction to chapter 8 –with the new sentence to read as follows:

The OCP supports the expansion of Mount Elphinstone Park to the full 1500 hectares originally requested for the lower elevations of the mountain to protect its many diverse habitats (tailed frog and mushrooms, particularly).

CARRIED

Bylaw 641 It was moved and seconded

356/12 THAT “Roberts Creek Official Community Plan Bylaw No. 641, 2011” be read a second time as amended;

AND THAT Bylaw 641 be considered in conjunction with the Sunshine Coast Regional District Financial Plan, any applicable Waste Management Plans and the 10-Year Water Plan pursuant to section 882 of the *Local Government Act*.

CARRIED

The Board moved In Camera at 7:55p.m.

IN CAMERA It was moved and seconded

357/12 THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a), (e), (g) and (k) of the *Community Charter* –“personal information about an identifiable individual who ...”, “the acquisition, disposition or expropriation of land or ...”, “litigation or potential litigation affecting the municipality” and “negotiations and related discussion respecting the proposed provision of ...”.

The Board moved out of In Camera at 7:59p.m.

Dakota Ridge **It was moved and seconded**

358/12 THAT half of the Dakota Ridge Advisory Committee members be appointed until May 2013 with the balance until May 2014;

AND THAT staff advertise for two additional members; one for a one year term and one for a two year term.

CARRIED

Dakota Ridge **It was moved and seconded**

359/12 THAT the verbal report from the Parks Planning Coordinator regarding the Dakota Ridge Access Road Upgrade Contract Award be received.

CARRIED

Grant Deadline **It was moved and seconded**

360/12 THAT the Purchasing Officer’s report entitled “Tender Process for South Pender Harbour Water Treatment Plant – ITT 12 187” be received;

AND THAT staff be authorized to request an extension to the grant funding deadline for the South Pender Harbour Water Treatment Plant Project.

CARRIED

ADJOURNMENT **It was moved and seconded**

361/12 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 8:00p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

SUNSHINE COAST REGIONAL DISTRICT

October 4, 2012

MINUTES FROM THE SPECIAL MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARD ROOM OF THE REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	G. Nohr
	Directors	D. Shugar L. Turnbull F. Mauro L. Lewis G. Tretick K. Julius A. Lutes

ALSO PRESENT:	Chief Administrative Officer	J. France
	Manager of Legislative Services	A. Legault
	GM, Community Services	P. Fenwick
	Treasurer	T. Perreault
	Accounting Technician	B. Wing
	Manager, Parks Services	C. McDowell
	Recording Secretary	T. Crosby
	Media	0
	Public	0

CALL TO ORDER 9:48 am

WAIVE NOTICE

Waive Notice **It was moved and seconded**

362/12 THAT the Board consents to waive notice as required in Section 793 of the *Local Government Act* to convene a Special Board meeting.

CARRIED UNANIMOUSLY

AGENDA It was moved and seconded

363/12 THAT the agenda for the meeting be approved as follows:

- 1. Verbal Report from Director Turnbull regarding funding for a Hopkins Pedestrian and Bike Project.

CARRIED

REPORT

Hopkins Project It was moved and seconded

364/12 THAT the Hopkins Landing Pedestrian and Bike Pathway Project be funded up to \$5,000 using 2012 taxation from Function 665 – Bicycle / Walking Paths;

AND THAT every effort be made to ensure that parking will not negatively impact the path.

CARRIED

ADJOURNMENT It was moved and seconded

365/12 THAT the Special Board meeting be adjourned.

CARRIED

The meeting adjourned at 9:49 a.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair



FEDERATION OF CANADIAN MUNICIPALITIES / FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

RECEIVED SEP 28 2012 S.C.R.D.

September 24, 2012

SCRD ASTER FILE COPY RECEIVED SEP 28 2012 CHAIR

Chair Garry Nohr Regional District of Sunshine Coast 1975 Field Road Sechelt, BC, V0N 3A1

Dear Chair Nohr:

The Diamond Jubilee marks the 60th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Medal Program is the centrepiece of a year-long series of Jubilee year celebrations organized by the Government of Canada. It is anticipated that some 60,000 deserving Canadians will be recognized with a Jubilee medal.

Now, in consultation with the Government of Canada, we are launching a second round of nominations with a new deadline in order to open this honour to more Canadians. All members of council and all municipal officials may nominate as many additional candidates as they consider deserving of the Queen's Diamond Jubilee Medal.

Nominations already submitted are unaffected. In addition, those nominated as alternates will also receive a medal, providing they meet the criteria which can be found at www.fcm.ca/eligibility. If you have any objections to your alternate candidate receiving a medal, please contact FCM at diamondjubilee@fcm.ca.

The new deadline for nominations is December 31, 2012. I urge you to advise all members of council and all municipal officials of this expanded opportunity to honour deserving members of your community.

Nominations are made by completing the nomination form at www.fcm.ca/jubilee. To learn more about the Jubilee Medal Program, please visit the Governor General's website using this link: www.fcm.ca/diamondjubilee.

Sincerely,

Karen Leibovici (handwritten signature)

Karen Leibovici President, FCM Councillor, City of Edmonton

President / Présidente Karen Leibovici Councillor, City of Edmonton, AB

First Vice-President / Premier vice-président Claude Dauphin Maire, arrondissement de Lachine Ville de Montréal, QC

Second Vice-President / Deuxième vice-président Brad Woodside Mayor, City of Fredericton, NB

Third Vice-President / Troisième vice-président Raymond Louie Councillor, City of Vancouver, BC

Past President / Président sortant Berry Vrbanovic Councillor, City of Kitchener, ON

Chief Executive Officer / Chef de la direction Brock Carlton Ottawa, ON

24, rue Clarence Street, Ottawa, Ontario K1N 5P3

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September 25, 2012

SCRD
RECEIVED
SEP 27⁵³ 2012
CHAIR

RECEIVED
SEP 27 2012
S.C.R.D.

Mr. Gary Nohr
Chair of the Sunshine Coast Regional District
1974 Field Road
Sechelt, British Columbia V0N 3A0

MASTER FILE COPY

Dear Mr. Nohr and Board:

The Chamber of Shipping of British Columbia (COSBC) represents the full spectrum of international and domestic shipping related interests in Western Canada, including but not limited to international and domestic ship owners, BC Ferries, vessel agency companies, cargo interests, terminal interests, cruise lines, Port Authorities, pilotage, towage companies, marine support and service companies.

In view of World Maritime Day 2012 on September 27th, I am very pleased to enclose a video series recently produced to raise awareness of, and educate the public about, tanker risk management best practices in British Columbia. This production is a joint initiative of the local maritime community and its stakeholders.

The proposed pipeline expansions in British Columbia have generated intense scrutiny of the marine industry, in particular the regulatory framework within which ships operate, tanker safety protocols, the impact of shipping on the environment and spill response preparedness. On behalf of the local maritime community and its stakeholders, I share this production with you in the hope of answering any personal concerns you may have with respect to the governance of shipping but also to assist you in responding objectively to similar questions that may be directed to yourself.

While we understand the public concern, the fact is that strict regulatory requirements including double-hull construction, escort tugs and enhanced crew training combined with the employment of highly trained and experienced Canadian pilots, equipped with precision navigation equipment for all coastal passages, ensure that tankers are in reality some of the safest vessels afloat.

..12

Each of the seven video vignettes is two to five minutes in length. They can be watched independently of one another or as a series that will take approximately 25 minutes in total. The vignettes feature people dedicated to safe practices and protection of the marine environment and are entitled as follows:

1. Responsible practices (overview)
2. Strict regulations
3. Pilots and tugs working together to keep waters safe
4. Pilots committed to environmental stewardship and security
5. Environmental stewardship and security
6. Strict operating protocols ensure safe loading
7. Always prepared to respond

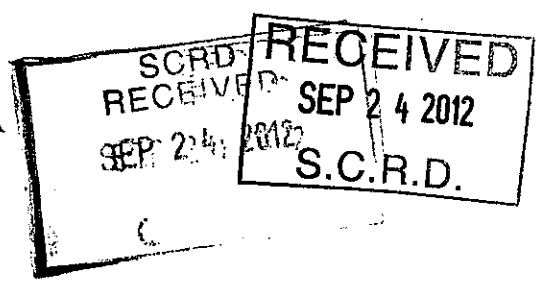
On behalf of the entire British Columbia maritime community and its stakeholders, thank you for taking the time to view our video series which I hope you will find both interesting and educational. To learn more about shipping in British Columbia in general or to view our video library on-line, visit our website at www.cosbc.ca.

I will be pleased to respond to any questions that you may have after viewing.

Yours sincerely,



Capt. Stephen Brown
President
Chamber of Shipping of British Columbia
Tel: 604 681 2351
DL: 604 628 6131
Cell: 604 603 4182



Reference: 175022

SEP 18 2012

MASTER FILE COPY

Garry Nohr
Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Dear Mr. Nohr:

Thank you for your letter of July 23, 2012, regarding the Sunshine Coast Regional District's proposal to develop a partnership with various agencies to address illegal dumping on the Sunshine Coast.

The Conservation Officer Service's (COS's) mandate includes the enforcement of the *Environmental Management Act*. As such, the COS is interested in working with other agencies to address illegal dumping activity on the Sunshine Coast. The COS supports a collaborative approach and will be pleased to meet with you to discuss this issue. Please contact Sgt. Murray Smith of the Sunshine Coast Zone (Murray.J.Smith@gov.bc.ca) to discuss this further.

Thank you for your concern about illegal dumping on the Sunshine Coast. I am looking forward to meeting with you at the Union of British Columbia Municipalities Convention later this month.

Sincerely,

Terry Lake
Minister of Environment

cc: Sgt. Murray Smith, Conservation Officer, BC Parks and Conservation Officer Service
Division, Ministry of Environment



Chair
Sunshine Coast Regional District Board

Dear Mr Garry Nohr,

As you may be aware, Coast Cable is currently making a substantial investment in the Sunshine Coast area upgrading the system to provide a better quality of telephone, internet and television services to the residents and businesses in the area.

This type of work (replacing existing equipment) is normally done in what we call the "maintenance window" which typically runs from midnight to 6AM the next morning as it causes service interruptions to our customers. By doing the work in the early morning hours, we minimize the impact of these customer outages. As you can imagine, the outages if they occurred during the day would be extremely disruptive to businesses, interrupting telephone, point-of-sales terminals, access to email and the internet at times of peak demand. It would also interfere with residential customer access to the internet, television and telephone service, again at times of peak demand. By doing this work in the early morning hours, we minimize these impacts.

We attempt to schedule our work at each work location to minimize disruption to sleeping residents. We also distribute notices to the areas where the work is being performed to provide advance notice to the residents of the upcoming work activity. This notice details the type of noise we create; which is typically an idling van, reverse signals and the bucket being raised and lowered. We do not use any heavy machinery. (see attached)

The purpose of this letter is to request an exemption to the noise bye-law in the Sunshine Coast Regional District until our project completes in approximately 4 months. It would be very much appreciated if you could discuss the merits of allowing us an exemption for night time work so that we can complete our project and provide a better service to the residents of Sechelt.

We have shut down our contractor from performing any further night time work until this matter is resolved and, due to costs associated with having the workforce lay idle, would be extremely grateful if this matter could be discussed at the next board meeting.

I am available to answer any further questions you may have with regard to this request. Thank you very much for your consideration.

Regards,

A handwritten signature in black ink that reads "John Thomson".

John Thomson
Project Manager for Coast Cable Rebuild
604 940 3650



Attention: Occupant or Householder

We are currently performing a major upgrade of the Coast Cable system on behalf of Coast Cable. At some point soon, this will involve installing new telecommunications equipment in your neighbourhood. This work will normally take place overnight so as to minimize disruption to service levels for customers of Coast Cable.

The nature of this night-time work normally only requires us to be in a particular work area for short periods of time – one night or maybe two depending on the complexity of the work required at that location. However, this night-time work involves parking our vans at the side of the road, occasionally in proximity to residential premises. Due to safety requirements and for insurance purposes when this becomes necessary, we are required to have flashing lights on our vans activated. Also for safety and insurance purposes, our vans are equipped with audible back-up signals. Should we need to back-up this signal will only be engaged for a short period of time.

We will do our best to minimize our time at each night-time work location. We apologize for any inconvenience this work activity may cause you and thank you in advance for your understanding.

If you have any questions related to this work, please contact us at:

Telephone: (604) 989-5108
Fax : (250) 342-7291
E-mail: mikelessard@live.ca

With regards,

Fibre Network Services
Customer Service

Head Office North America Box 706, 1010-10th Avenue, Main Floor, Suite 100, Invermere, B.C, V0A1K0

Office (250) 342 7148 Facsimile (250) 342 7291 E-mail divetech@telus.net

SCRD STAFF REPORT

DATE: October 4, 2012
TO: Regular Board – October 11, 2012
FROM: John France – Chief Administrative Officer
RE: **CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORT**

RECOMMENDATION

That the Board receives this report for information:

This report provides information on major projects and issues recently worked on. If the Board has any questions on the content, I would be pleased to respond.

- **Strategic Plan:**
The Strategic Plan is amended and sent to councils for comment. Staff working on progress report for the October Corporate and Administrative Services Committee. **Followed up with the Municipalities on comments for the Strategic Plan.**
- **Chekwelp:**
The service agreement process is in abeyance until after Board review at Planning and Development Committee in September. **The Board resolved to meet with the Squamish Nation, in the process of organizing meeting.**
- **Economic Development:**
The Memorandum of Understanding has been updated and provided to the Town of Gibsons, District of Sechelt and Sechelt Indian Government District. **The Town of Gibsons is organizing the next meeting to jointly review the Memorandum of Understanding.**
- **Recreation Facilities:**
Worked with staff on the slab issue and reports to the Community Services Committee slated for the October meeting.
- **Recreation Service Reviews:**
Working with the consultant on completing the project. **Draft copy of report received, finalizing draft in October, to Community Services Committee in November.**
- **Town of Gibsons Water:**
Gibsons has advised on the outstanding issue (water volumes) and a meeting is being set up for October.

- **GACC Lease:**
Lease proposal: terms agreed, survey and formal signing to be completed this Fall.
- **Budget Process 2013**
Work is beginning on the budget. Staff is meeting to prepare the budget timeline and the pre-budget report for the Corporate and Administrative Services Committee meeting on October 4th. **Completed direction given.**
- **Board/CAO meeting:**
Next meeting scheduled October 18th. Directors are being asked for agenda items.
- **New Brighton Divestiture:**
Chair Nohr and Director Turnbull met with Transport Canada on the New Brighton Divestiture process. The report and engagement agreements are to come to committee in **November**.
- **UBCM / VILGMA Conventions**
Attended both sessions VILGMA September 19-21 and UBCM September 24-28
- **Service Equity Review**
Prepared for and attended Service Equity Review / Special Corporate and Administrative Services Committee on October 3rd.

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND DEVELOPMENT COMMITTEE
September 20, 2012**

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

PRESENT:

Chair	D. Shugar
Directors	F. Mauro G. Nohr L. Lewis L. Turnbull A. Lutes L.A. Johnson K. Julius

ALSO PRESENT:

General Manager, Planning & Develop.	S. Olmstead
Chief Building Inspector	P. Longhi (in part)
Community Energy Manager	J. Stroman (in part)
Senior Planner	D. Rafael
Planner	T. Fortin (in part)
Planner	A. Allen (in part)
Planning Technician	P. Shafizadeh (in part)
Dog Control/Bylaw (casual)	C. Kirkpatrick (in part)
Recording Secretary	T. Hincks
Media	2
Public	10

CALL TO ORDER 9:31 a.m.

AGENDA The amended Agenda was adopted as presented.

INTRODUCTIONS

Steven Olmstead, General Manager, Planning and Development, introduced and welcomed new staff members Parissa Shafizadeh, Planning Technician, and Krissy Kirkpatrick, Dog Control Officer/Bylaw Enforcement Officer (Casual).

DELEGATIONS

Mr. Mark Rogers, Managing Director of AJB Investments, addressed the Committee regarding Bylaw 310.144 (AJB Investments). Mr. Rogers stated that the map attached to the report should have included both the drinking water watershed and the overall watershed.

The Chair thanked Mr. Rogers for his attendance.

BYLAWS

Recommendation No. 1

The Planning and Development Committee recommended that the staff report titled “Bylaw Amendment 310.144” dated June 29, 2012 be received;

AND THAT Bylaw Amendment 310.144 not be proceeded with for the following reasons:

- A. The proposal fundamentally conflicts with several of the key principles of the *We Envision* plan, especially those relating to focusing growth in existing neighbourhoods and concentrating development in easily serviceable areas;
- B. The proposal is inconsistent with the Resource and Watershed Protection within the new Roberts Creek Official Community Plan.
- C. The proposal is inconsistent with the Source Assessment Response Plan.

DELEGATIONS

Ms. Ruth Simons and Mr. Jeff Gau addressed the Committee on behalf of the Future of Howe Sound Society regarding strong opposition to the proposed gravel mine at McNab Creek. Ms. Simons provided a Fact Sheet produced by the Future of Howe Sound Society and referred to a petition on the website at www.futureofhowesound.org. Mr. Gau is a spokesperson for the Future of Howe Sound Society. Ms. Simons stated that her intention is to provide background on the Society and to speak about the petition, of which 1,000 will have been received by MP John Weston, MLA Joan McIntyre and MLA Nicholas Simons. The goal is to bring a halt of heavy industry in the sound by bringing awareness to the community. Mr. Gau emphasized the need for a balanced relationship between development and biological concerns.

Ms. Simons also addressed plans for a forum on the Future of Howe Sound being planned for the new year. Mr. Gau requests that the SCRD reject the BURNCO rezoning application.

The Chair thanked Ms. Simons and Mr. Gau for their attendance.

Director Julius joined the meeting at 9:52 a.m.

Recommendation No. 2 *Future of Howe Sound Society*

The Planning and Development Committee recommended that the email and fact sheet from Ruth Simons on behalf of the Future of Howe Sound Society regarding McNab Creek dated September 6, 2012 be received;

AND THAT the SCR D Board support the concept of developing a Comprehensive Howe Sound Management Plan;

AND THAT the SCR D Board support and participate in a forum where all stakeholders are invited to participate;

AND FURTHER THAT this resolution be copied to the Squamish Nation, Howe Sound Community forum, MLAs, MP, Islands Trust, Future of Howe Sound Society and commercial and industrial stakeholders.

COMMUNICATIONS

Recommendation No. 3 *BURNCO*

The Planning and Development Committee recommended that the communications from Sue Harvey, Administrator, Town of Port McNeill, dated July 18, 2012 regarding BURNCO's Aggregate Shipping Operation be received.

Recommendation No. 4 *Communications*

The Planning and Development Committee recommended that the following communications be received:

- Letter from Keith Ashfield, Minister of Fisheries and Oceans, dated July 18, 2012, regarding glass sponge reefs;
- Letter from Ian Anderson, President, Kinder Morgan Canada, dated July 11, 2012 regarding Proposed Trans Mountain Expansion Project - Update;
- Celia Robben, President, Sunshine Coast Tourism 2012 Mid Year Update dated July 23, 2012;
- Letter from Bruce A. Clark, Artificial Reef Society, dated July 17, 2012 regarding proposed sinking of former HMCS Annapolis;
- Letter from Jeannine R. Ritchot, Health Canada, dated July 16, 2012 regarding Marihuana Medical Access Program;

DELEGATIONS

Celia Robben, President, Sunshine Coast Tourism, was in attendance to answer any questions. The Sunshine Coast Tourism AGM is on Wednesday, October 3, 2012. Social networking begins at 5:30 p.m. and the meeting begins at 6:30 p.m. All Directors have been invited and

encouraged to attend. Ms. Robben added that the Sunshine Coast Tourism has been working with the shishálh Nation in the tourism planning process.

The Chair thanked Ms. Robben for her attendance.

Recommendation No. 5 *HMCS Annapolis*

The Planning and Development Committee recommended that research be conducted into the ship cleaning and inspection process conducted prior to the sinking;

AND THAT the information be brought back to the Committee in October;

AND FURTHER THAT the SCR D Board communicate with the Squamish Nation regarding their position on the sinking of the HMCS Annapolis.

Recommendation No. 6 *Protocol Agreement with Squamish Nation*

The Planning and Development Committee recommended that the SCR D Board take steps necessary to work with the Squamish Nation to develop a protocol agreement.

Recommendation No. 7 *Items for Protocol Meeting*

The Planning and Development Committee recommended that a Protocol meeting with the Squamish Nation be arranged to discuss the following items:

- Sinking of the HMCS Annapolis
- BURNCO.

The Committee recessed at 10:43 a.m.

The Committee reconvened at 11:00 a.m.

REPORTS

Recommendation No. 8 *Liquid Waste Management*

The Planning and Development Committee recommended that the General Manager, Planning and Development's report titled "Liquid Waste Management Planning in more densely settled rural areas" dated August 7, 2012 be received;

AND THAT the SCR D Board supports the approach to LWM strategy outlined in the staff report with local consideration for unique circumstances and an option for a full LWMP where appropriate.

Recommendation No. 9 *OGMAs in the Howe Landscape Unit*

The Planning and Development Committee recommended that the staff report titled “Approved Old Growth Management Areas in the Howe Landscape Unit” dated August 9, 2012 be received;

AND THAT staff be directed to request an extension whenever there is an unachievable turn-around time with respect to referrals;

It was noted that Director Shugar will bring back additional information on this topic to the October Planning meeting for further discussion.

The Planning and Development Committee moved in-camera at 11:45 a.m.

The Planning and Development Committee moved out of in-camera at 12:24 p.m.

The Committee recessed at 12:25 p.m.

The Committee reconvened at 1:03 p.m.

Recommendation No. 10 *Invasive Plants Update*

The Planning and Development Committee recommended that the staff report titled “Invasive Plants Update” dated August 9, 2012 be received;

AND THAT staff work with the Coastal Invasive Plant Council to coordinate and facilitate a date for an instructional session with Infrastructure and Parks works crews;

AND THAT staff be directed to work with community groups to facilitate the formation of a Sunshine Coast Invasive Species Committee;

AND FURTHER THAT staff explore the logistics and funding for a community weed pull in coordination with local community groups.

Recommendation No. 11 *ALC Changes*

The Planning and Development Committee recommended that the staff report titled “Agricultural Land Commission Changes and New Direction” dated September 12, 2012 be received;

AND THAT the SCR D Board send a letter to the Senior Policy Advisor at UBCM, and copied to the Agricultural Land Commission (ALC) with the following comments:

- i) Support the move towards a proactive approach by the Agricultural Land Commission;
- ii) Request consultation on proposals to amend the process and criteria used to review Agricultural Land Reserve boundaries;
- iii) Enforcement and compliance is a topic of interest and the Regional District should be consulted regarding proposed changes;

- iv) Regarding a review of the ALC fee structure, the Regional District requests that prior to adopting a new structure it be given an opportunity to comment and that any increase in the fees received should flow to the ALC rather go to general revenue; and
- v) Request to be kept informed of the ALC's development of the proposed proactive planning model and have an opportunity to comment before it is adopted.

Recommendation No. 12 *Risk Assessment & Liability Policy*

The Planning and Development Committee recommended that the staff report titled "Re-consideration of Risk Assessment and Liability Policy" dated September 7, 2012 be received; AND THAT the existing SCRD Board Policy No. 13-6410-8 -Risk Assessment and Liability be repealed and replaced with:

1. The SCRD requires that the qualified professional's report state that the site is safe for the use intended and that the report specifies what conditions are required to ensure the site will be safe.
2. That the development meets the 2% in 50 year seismic design.
3. That the development meets the 1:200 year flood design.
4. For landslides, the SCRD requires that the qualified professional's report include a completed Appendix D Landslide Assurance Statement.
5. For other hazards the qualified professional shall:
 - a. describe the method of hazard or risk analysis used;
 - b. referred to an appropriate and identified provincial, national or international guideline for level of safety;
 - c. compare the guidelines with findings of his/her investigation;
 - d. make a finding on the level of safety on the property based on the comparison;
 - e. make recommendations to reduce hazards and risks; and
 - f. report on the requirements for future inspections of the property and recommend who should make those inspections.

Recommendation No. 13 *Frontage Waiver MOTI #2012-01002*

The Planning and Development Committee recommended that the staff report titled "Highway Frontage Requirement – Subdivision 2012-01002" dated September 6, 2012 be received;

AND THAT subdivision application MOTI File 2012-01002, for Block 22, District Lot 695, Plan 2746 Except: Firstly; Part Road in Plan BCP15723, Secondly; Part Subdivided by Plan BCP41989, located at 1154 & 1158 Boyle Road in West Howe Sound, the requirement for 10% parcel frontage on a highway be waived and forwarded to the Board for approval.

Recommendation No. 14 *Frontage Waiver MOTI #2011-05530*

The Planning and Development Committee recommended that the staff report titled "Highway Frontage Requirement for Subdivision Application by Gordon Macaulay on Block B, District Lot 809, Plan 524, located at 3063 Lower Road, Roberts Creek, BC (MOTI File #2011-05530)" dated July 23, 2012 be received;

AND THAT the requirement for 10% parcel frontage on highway be waived and forwarded to the Board for approval.

Recommendation No. 15 *Group Moorage Facility*

The Planning and Development Committee recommended that the staff report titled “Licence of Occupation Application File 2410732 by Pender Harbour Landing Ltd. for a Group Moorage Facility fronting DL 1543 in Pender Harbour” dated August 8, 2012 be received;

AND THAT the following comments and recommendations regarding the pre-application zoning request by Bob Fielding for group moorage fronting DL 1543 in Pender Harbour Area A, be forwarded to the applicant and the Ministry of Forests, Lands, and Natural Resource Operations:

1. The applicant should be aware that the OCP acknowledges that there is a moderate and high steep upland slope hazard geotechnical assessment area along the whole of the foreshore fronting DL 1543. The Building Department may require a geotechnical assessment for any development in this area and may require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility.
2. The use of the proposed docks must reflect the upland residential zoning.
3. The applicant should inform the shíshálh Nation of the project and address their concerns.
4. The Department of Fisheries and Oceans should be satisfied that the docks are placed in the most optimal area in order to minimize the impact on foreshore habitat.
5. Eel grass beds that lie within the area the applicant has chosen must be accommodated so that there is no net loss.
6. The Regional District would prefer that all the waterfront owners (including those owners of Lot 16-19) share this dock strata. The Regional District may not support subsequent individual moorage applications in this area. The owners of the properties fronting the docks will have to provide consent.
7. Access to the most westerly dock appears to require a walkway along the foreshore. This structure should be included in the application. The Department of Fisheries and Oceans should be advising on the construction of this structure.
8. Moorings (including anchors and floats) should be made of clean material. If concrete anchors are used, they should be pre-cast and cured away from water before use to prevent seepage of potentially toxic substances into the water body.
9. Use of pressure treated wood should be discouraged.

10. There is an archaeological site on the foreshore near the most eastern application area and near the most western application area.

Recommendation No. 16 *Narrows Inlet Hydro Project*

The Planning and Development Committee recommended that the staff report titled “Narrows Inlet Hydro Project Environmental Assessment Process” dated September 12, 2012 be received;

AND THAT the SCR D Board request an extension on the deadline for comments until the end of October;

AND THAT Directors Nohr and Mauro to attend the site visit;

AND FURTHER THAT staff looked into alternative dates for site visit (October 10th or 12th).

Director Nohr noted he would like to be invited to any meetings between the proponents and the Ramona Creek property owners.

Recommendation No. 17 *DOS Referral*

The Planning and Development Committee recommended that the staff report titled “ District Of Sechelt Referral Regarding an OCP Amendment To The Bonus Density Policies For Affordable Housing” dated September 12, 2012 be received;

AND THAT the Regional District supports the District of Sechelt’s proposed amendments to its Official Community Plan Bonus Density Policy and Density Bonus Implementation Policy.

Recommendation No. 18 *TOG Referral*

The Planning and Development Committee recommended that the staff report titled “Referral from Town of Gibsons for Plan 6755, Block 7, DL 842 Chaster Road in Gospel Rock are (SD#2011-05)” dated September 12, 2012 be received;

AND THAT the following comments be sent to the Town of Gibsons’ Subdivision Approval Officer:

1. Infrastructure Services confirms that there are no impacts on the SCR D water system;
2. Any new roads should consider making allowances for future transit services to serve the Gospel Rock area should it continue to be developed;
3. Consideration needs to be given to improvements to the intersection at Pratt and Chaster Roads as further development could occur in the Gospel Rock area that relies on Chaster Road as the access;
4. Any proposed improvements to the Chaster/Pratt intersection should be referred to the Regional District and local residents in Elphinstone for comment prior to construction;

5. Construction of the emergency access road, either to Rosamund Road or Fairview Road, must consider potential impacts to Seaward Creek; and
6. Any technical plans and geotechnical reports should be referred to the Regional District and local residents in Elphinstone for comment prior to construction of the proposed emergency access road.

AND FURTHER THAT these recommendations be referred to the Regional District Board meeting of September 20, 2012 for consideration.

Recommendation No. 19 *Fringe Area Agreement*

The Planning and Development Committee recommended that the topic of a fringe area agreement with the SCRD and TOG along the boundary between Elphinstone and the Town to be included in the 2013 work plan.

Recommendation No. 20 *Islands Trust Referral*

The Planning and Development Committee recommended that the staff report titled “Referral from Islands Trust Regarding the Gambier Associated Islands Draft Land Use Bylaw” dated September 12, 2012 be received;

Recommendation No. 21 *Bylaw Enforcement*

The Planning and Development Committee recommended that the Chief Building Inspector and Bylaw Manager’s report titled “Bylaw Enforcement issues related to properties identified in Electoral Area B” dated August 24, 2012 be received;

AND THAT the Planning and Development Committee forward the proposed enforcement procedure regarding the use of Bylaw Enforcement Notice System (BEN) ticketing to gain compliance in Electoral Area B to the Board for approval and adoption;

AND THAT the fee schedule of fines currently adopted and forming part of the MTI ticketing system be replicated under the BEN system fee schedule of fines, also be forwarded to the Board for approval and adoption;

AND THAT the current BEN, Bylaw and Schedule of fines be amended to include fine amounts for offences in Electoral Area B related to:

- a) Noise created in conflict with the noise Bylaw;
- b) Zoning where conflicts with the Zoning Bylaw are present;
- c) Dog control where dogs are deemed a threat to the public or a dog running repeatedly at large, Building Code related safety, health and fire safety concerns that persist uncorrected;
- d) Buildings occupied without a valid occupancy certificate.

AND THAT it be added to the board policy manual on Bylaw Enforcement that if BEN is used in addition to Notice on Title, that it be brought to the Board for resolution prior to action.

AND FURTHER THAT BEN be implemented as a one-year pilot.

Recommendation No. 22 *Building Division Statistics*

The Planning and Development Committee recommended that the staff report titled “Building Department Revenues to end of August, 2012” dated September 5, 2012 be received.

Recommendation No. 23 *Planning and Development Monthly Report*

The Planning and Development Committee recommended that the staff report titled “Planning and Development Division Monthly Report For July & August 2012” be received.

Recommendation No. 24 *Minutes*

The Planning and Development Committee recommended that the following minutes be received:

- Natural Resources Advisory Committee Minutes of July 25, 2012;
- Egmont/Pender Harbour APC Minutes of July 25, 2012;
- Halfmoon Bay APC Minutes of July 24, 2012;
- Roberts Creek APC Minutes of August 27, 2012;
- Elphinstone APC Minutes of July 25, 2012;
- West Howe Sound APC Minutes of August 21, 2012.

Recommendation No. 25 *NRAC Minutes*

The Planning and Development Committee recommended that the NRAC minutes of July 25, 2012 be returned to the NRAC for further review and incorporate committee members input.

BYLAWS

Recommendation No. 26 *Bylaw Nos. 325.19/310.134 (Jorgens)*

The Planning and Development Committee recommended that the staff report titled “OCP/Zoning Bylaw Amendments Nos. 310.134 and 325.19 (Jorgens, Area B)” dated September 6, 2012 be received;

AND THAT Bylaws 325.19 and 310.134 be forwarded to the Board for Third Reading and Adoption;

AND FURTHER THAT it be noted that the Planning Department confirmed that this application is not inconsistent with the OCP policy regarding no outfall expansion or the LWMP policy not to allow additional areas to connect into existing outfalls and can be accommodated within the OCP and LWMP with respect to no increase in sewage outfall capacity.

Recommendation No. 27 *Climate Action Policy Research*

The Planning and Development Committee recommended that the Community Energy Manager's report entitled "Climate Action Policy Research" dated September 6, 2012 be received for information;

AND THAT a report be brought to the Planning and Development Committee with options detailing effective Climate Action policies that can be readily implemented relative to land use and building patterns.

The Committee recessed at 2:52 p.m.

The Committee reconvened at 3:05 p.m.

Recommendation No. 28 *Trans Mountain Expansion Project*

The Planning and Development Committee recommended that the SCR D Board supports the Saanich resolution from the UBCM Annual Report and Resolution A8 as follows:

UBCM Resolution A8 - Oil Tanker Traffic

WHEREAS a crude oil spill would have devastating and long lasting effects on British Columbia's unique and diverse coast, which provides critical marine habitat and marine resources that sustain the social, cultural, environmental and economic health of coastal and First nations communities;

AND WHEREAS citizens of British Columbia, particularly those living in coastal communities, and First Nations communities and environmental groups have expressed well-founded concerns over the expansion of oil pipelines and oil tankers;

THEREFORE BE IT RESOLVED that UBCM oppose projects that would lead to the expansion of oil tanker traffic through BC's coastal waters;

AND BE IT FURTHER RESOLVED that UBCM urge the Premier of British Columbia, the Leader of the Official Opposition and members of the Legislative Assembly to use whatever legislative and administrative means

that are available to stop the expansion of oil tanker traffic through BC's coastal waters.

AND THAT a letter be sent to Kinder Morgan stating SCRD Board support of the UBCM Saanich resolution A8.

Director Shugar passed the Chair to Director Nohr

Recommendation No. 29 *Bylaw 641 – Roberts Creek Official Community Plan (RCOCP)*

The Planning and Development Committee recommended that the staff reported titled “Bylaw 641 – Roberts Creek Official Community Plan” dated September 13, 2012 be received;

AND THAT Bylaw 641 be forwarded to the Board for consideration of amended second reading;

AND FURTHER THAT Bylaw 641 be considered in conjunction with the Sunshine Coast Regional District financial Plan, any applicable Waste Management Plans and the 10-Year Water Plan pursuant to section 882 of the *Local Government Act*.

Director Shugar resumed the Chair.

Recommendation No. 30 *Public Health Plan for BC*

The Planning and Development Committee recommended that the Consultation Discussion Guide titled “A Public Health Plan for BC” be received;

AND THAT a letter be sent in response stating the plan may be better enhanced by addressing the following:

- Youth – young adults
- Poverty
- Homelessness
- Not an action-oriented plan
- Examples be included in major steps to further illustrate the intent of the Communications Plan – as presented they are unclear

AND FURTHER THAT this plan be forwarded to the September 20, 2012 Board.

IN CAMERA

The public be excluded from attendance at the meeting in accordance with the Community Charter, Section 90 (1) (k) “negotiations and related discussions 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;” are to be discussed. ” are to be discussed.

ADJOURNMENT: 3:45 pm

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL CORPORATE and ADMINISTRATIVE SERVICES COMMITTEE
October 3, 2012**

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

PRESENT:	Chair	G. Tretick
	Directors	D. Shugar L. Turnbull F. Mauro A. Lutes G. Nohr L. Lewis K. Julius
ALSO PRESENT:	Chief Administrative Officer	J. France
	Manager, Legislative Services	A. Legault
	Treasurer	T. Perreault
	Accounting Technician	B. Wing
	GM, Community Services	P. Fenwick
	GM, Infrastructure	B. Shoji
	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 *Service Equity Review Workshop*

The Corporate and Administrative Services Committee recommended that the Treasurer's report regarding Service Equity Review (Workshop) be received;

AND THAT Staff provide the Service Equity Review – Annual Update in June of 2013 with 2012 data included in the analysis;

AND THAT the following be considered in a Service Equity Review:

- equity over time and across services,
- Service Delivery,
- Service Withdrawal, and
- cross function comparison where available;

AND THAT the 2013 list for Service Equity Review – Annual Update include the following functions:

- Joint-Use [630]
- Ports [345]
- Regional Solid Waste [350-353]
- Bicycle and Walking Paths [665]
- Parks [650]
- Regional Recreation Program [670]
- Community Recreation Facilities [615];

AND FURTHER THAT the review include revenue and cost allocations by area showing detailed funding sources for specific projects.

The Committee recessed at 3:40 p.m. and reconvened at 3:42 p.m.

ADJOURNMENT 3:55 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
CORPORATE and ADMINISTRATIVE SERVICES COMMITTEE
October 4, 2012**

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

PRESENT:	Chair	G. Tretick
	Directors	D. Shugar L. Turnbull F. Mauro A. Lutes G. Nohr L. Lewis K. Julius
ALSO PRESENT:	Chief Administrative Officer	J. France
	Manager, Legislative Services	A. Legault
	Treasurer	T. Perreault
	Accounting Technician	B. Wing
	GM, Community Services	P. Fenwick
	Manager, Area Recreation	C. McDowell (Partial)
	Recording Secretary	T. Crosby
	Media	0
	Public	0

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended to include the following items
of New Business:

- Hopkins Landing Walk / Bike Path Project – Verbal Report
- Animal Control for Islands – Verbal Report

The Committee recessed to convene a Special Board meeting to discuss the Hopkins Project at 9:47 a.m.

The Committee reconvened at 9:50.

REPORTS

Recommendation No. 1 *2013 Base Budget and Goal Setting*

The Corporate and Administrative Services Committee recommended that the Treasurer's report regarding the 2013 Base Budget and Goal Setting be received;

AND THAT Staff be approved to make appropriate budget reductions and report back to the Committee in the Treasurer's "Summary Report" at the start of Round 1;

AND THAT the Committee approve an up to 1.9% inflationary increase to the 2013 Net Operating Base Budget with clear instructions to Managers that this increase be used for essential expenditures pertaining to variables outside of their control such as fuel costs;

AND THAT given the current economic conditions and hardships faced by the Sunshine Coast Community, the SCR D will endeavour to keep services affordable and taxes as low as possible in review of the 2013 budget;

AND FURTHER THAT Staff be directed to continue to review all functions and services to identify possible cost savings to be reported back to the Committee in the Treasurer's "Summary Report" at the start of Round 1.

The Committee recessed at 10:41 a.m. and reconvened at 10:53 a.m.

Recommendation No. 2 *2013 Budget Process and Financial Plan Timetable*

The Corporate and Administrative Services Committee recommended that the Treasurer's report regarding the 2013 Budget Process be received;

AND THAT the three rounds of budget meetings are set for the following dates:

- Round 1 – January 14, 15, 16 and 18 (Monday, Tuesday, Wednesday and Friday)
- Round 2 – February 11, 12, and 13 (Monday, Tuesday, and Wednesday)
- Round 3 – March 4, 5, and 6 (Monday, Tuesday and Wednesday);

AND FURTHER THAT the approved timetable be distributed to the Member Municipalities and Community Stakeholders.

Recommendation No. 3 *Halfmoon Bay Library Function*

The Corporate and Administrative Service Committee recommended that staff report to the October 25, 2012 Corporate and Service Committee regarding why Area B Islands do not participate in the Halfmoon Bay Library Function.

Recommendation No. 4 *2012 and 2013 Work Plan and Initiatives Reporting*

The Corporate and Administrative Services Committee recommended that the Treasurer's report regarding the 2012 and 2013 Work Plan and Initiatives reporting be received;

AND THAT staff report on the following Work Plans and Initiatives at a Special Corporate and Administrative Services Committee meeting:

- Transit [310]
- Ports [345]
- Regional Solid Waste [350-353]
- North Pender Water Service [365]
- South Pender Water Service [366]
- Regional Water [370]
- Regional Planning [500]
- Rural Planning [504] – at the end of the day
- Recreation [616-521]
- Parks [650]
- Bike and Walking Paths [665]
- Dakota Ridge [680];

AND FURTHER THAT the following Special Corporate and Administrative Services Committee meetings be scheduled to discuss Work Plans and Carry-forwards:

- Infrastructure and Planning and Development Committee Functions – Friday, November 9, 2012 (9:30 a.m. – 4:30 p.m.)
- Community and Corporate Services Committee Functions – Wednesday, November 14, 2012 (10:15 a.m. – 4:30 p.m.).

Recommendation No. 5 *2012 Pilot Projects*

The Corporate and Administrative Services Committee recommended that the Accounting Technician's report regarding 2012 Pilot Projects be received.

Recommendation No. 6 *Investment Policy*

The Corporate and Administrative Services Committee recommended that the Treasurer's report regarding the Investment Policy be received;

AND THAT the Committee approve the Investment Policy as presented, and that it be adopted and included as a Corporate Policy.

Recommendation No. 7 *Contracts between \$20,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the Purchasing Offer and Risk Manager's report regarding Contracts between \$20,000 and \$100,000 to September 18, 2012 be received.

CORRESPONDENCE**Recommendation No. 8** *Auditor General for Local Government*

The Corporate and Administrative Services Committee recommended that the correspondence from the Minister of Community, Sport and Cultural Development regarding Response to SCRD Interest in the Auditor General for Local Government be received.

Recommendation No. 9 *Amendment of Section 73(7) of the Local Government Act*

The Corporate and Administrative Services Committee recommended that the correspondence from City of New Westminster Mayor Wayne Wright to Premier Christy Clark regarding Amendment of Section 73(7) of the *Local Government Act* be received.

Recommendation No. 10 *The Future of Libraries and Cities*

The Corporate and Administrative Services Committee recommended that the correspondence from the Fraser Valley Regional Library regarding The Future of Libraries and Cities Conference be received.

NEW BUSINESS**Recommendation No. 11** *Animal Control for Islands*

The Corporate and Administrative Services Committee recommended that Area F islands be removed from the Animal Control [290] service;

AND THAT an Alternative Approval Process be initiated to establish a separate service for Area F Islands Animal Control;

AND FURTHER THAT staff report to the October 11, 2012 Board Meeting on an amendment to the Area F feasibility studies (function 155) financial plan to accommodate the cost of the Alternative Approval Process.

IN CAMERA

The Committee moved In Camera at 11:47 a.m.

That the public be excluded from attendance at the meeting in accordance with the *Community Charter* Section 90 (1) (g), (i), and (k) – “litigation or potential litigation affecting the municipality”, “the receipt of advice that is subject to solicitor-client privilege, and “negotiations and related discussions 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”.

The Committee moved out of In Camera at 11:52 a.m.

ADJOURNMENT 11:52 a.m.

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE
OCTOBER 4, 2012**

DRAFT 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.

PRESENT:	Chair Directors	F. Mauro G. Nohr D. Shugar L. Lewis K. Julius L. Turnbull A. Lutes G. Tretick
ALSO PRESENT:	Chief Administrative Officer GM, Infrastructure Services Manager of Sustainable Services Manager of Transportation & Facilities Mayor of Sechelt Staff Recording Secretary Media Public	J. France B. Shoji D. Whyte B. Sagman (part) J. Henderson (part) 2 (part) J. Bullock 1 1

CALL TO ORDER 1:30 p.m.

AGENDA The Agenda was adopted as amended to include:

- Item 5a – Info from BC Ferries
- Item 7a – Water Restrictions
- Item 15 – Sechelt Library

DELEGATIONS

Myrna Moore, Senior Regional Transit Manager and Rebecca Newlove, Senior Transit Planner for BC Transit addressed the committee with regards to the BC Transit Update and Sunshine Coast Transit Future Plan Terms of Reference.

Discussion ensued.

The Chair thanked Ms. Moore and Ms. Newlove for their presentation.

REPORTS

Recommendation No. 1 *Sunshine Coast Transit Future Plan - Terms of Reference*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "Sunshine Coast Transit Future Plan – Terms of Reference" be received;

AND THAT the Sunshine Coast Transit Future Plan - Terms of Reference contained in this report be approved as amended, to include the Sechelt Indian Government District as a municipality equal to the SCRD, District of Sechelt and Town of Gibsons in section 3.1 of the Terms of Reference.

Recommendation No. 2 *BC Transit 2011-12 Annual Performance Summary*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "BC Transit 2011-12 Annual Performance Summary" be received.

Recommendation No. 3 *Langdale Master Plan*

The Infrastructure Services Committee recommended that the Manager of Transportation and Facilities' report entitled "BC Ferries Langdale Master Plan" be received;

AND THAT staff send a letter to BC Ferries request that they amend the BC Ferries Langdale Master Plan document to include the Sechelt Indian Government District as an equal stakeholder.

Recommendation No. 4 *BC Ferries*

The Infrastructure Services Committee recommended that the verbal report from Director Nohr regarding BC Ferries be received;

AND THAT Director Nohr be authorized to attend the proposed October 17, 2012 meeting with BC Ferries and that the associated costs and remuneration be paid by the SCRD.

Recommendation No. 5 *Solid Waste Management Plan – Facility Application*

The Infrastructure Services Committee recommended that the Manager of Sustainable Services' report entitled "Request for Facility Authorization – Stockwell Sand and Gravel" be received;

AND THAT the SCRD support the application for facility authorization under the Solid Waste Management Plan received from Stockwell Sand and Gravel for an asphalt and concrete recycling facility located at District Lot 1556 (District of Sechelt);

AND THAT the Chair send a letter to the Ministry of Environment, Environmental Protection Branch, explaining the proposed project, and seeking advice from the Ministry regarding the suitability of the authorization procedure set out in section 4.3.1 of the approved 2005 Solid Waste Management Plan for this particular proposed project.

Recommendation No. 6 *Electric Vehicle Charging Station*

The Infrastructure Services Committee recommended that the Community Energy Manager's report entitled "Cost and Funding Options for Installation of an Electric Vehicle Charging Station at Gibsons and Area Community Centre" be received.

Recommendation No. 7 *Water Supply Update*

The Infrastructure Services Committee recommended that the verbal report from the General Manager, Infrastructure Services regarding the water supply update be received;

AND THAT Stage 4 water restrictions be implemented immediately.

Recommendation No. 8 *Town of Gibsons Request for Water Service*

The Infrastructure Services Committee recommended that the General Manager, Infrastructure Services' report entitled "Town of Gibsons Request for Water Service to Lot 31 Chaster Road" be received;

AND THAT the request for SCR D water service be declined in favour of provision of onsite well water service through the Town of Gibsons approval processes;

AND THAT the SCR D invite the Town of Gibsons to engage in discussions surrounding a possible Fringe Area Agreement so that issues such as the Town of Gibsons' request for water service as outlined in the report can be considered in the future.

The Infrastructure Services Committee recessed at 2:56pm and reconvened at 3:06pm

Recommendation No. 9 *2006 Water Summit Document*

The Infrastructure Services Committee recommended that the General Manager, Infrastructure Services' report entitled "2006 Water Summit Document" be received;

AND THAT the 2006 Water Summit Document be referred to the next Joint Watershed Management Committee meeting to help inform discussion concerning the AJB request regarding water storage opportunities.

Recommendation No. 10 *Monthly Report*

The Infrastructure Services Committee recommended that the Section Secretary's report entitled "Monthly Report for September 2012" be received.

Recommendation No. 11 *Drinking Water Team Minutes*

The Infrastructure Services Committee recommended that the Joint Vancouver Coastal – Fraser Regional Drinking Water Team meeting minutes of June 27, 2012 be received.

Recommendation No. 12 *Transportation Advisory Committee Minutes*

The Infrastructure Services Committee recommended that the Transportation Advisory Committee meeting minutes of September 10, 2012 be received;

AND THAT the recommendations contained therein be acted on as follows:

Recommendation No. 3 *“S” Bends on Beach Avenue*

THAT the Area D Director meet with Don Legault of the Ministry of Transportation and Infrastructure to discuss potential remediation of the “S” bends on Beach Avenue.

Recommendation No. 4 *Speed Watch Reports*

THAT Sunshine Coast Speed Watch reports come to the Transportation Advisory Committee rather than the Policing Committee.

Recommendation No. 6 *Langdale Terminal Re-Build*

THAT the topic of a Langdale terminal re-build be referred to a staff report to be delivered to the next Infrastructure Services Committee.

Recommendation No. 7 *Community Consultation on Ferry Service*

THAT a letter be sent by the Chair to the Ministry of Transportation and Infrastructure, and copied to the Deputy Minister of Transportation and Infrastructure and MLA Nicholas Simons concerning the Provincial Review of BC Ferries service and the community consultation that is being undertaken by Kirk and Company Consulting Limited, requesting further information about the terms of reference for the consultation and specifically the direction to reduce service to save thirty million dollars annually, and emphasizing that ferry dependent communities want to maintain existing service.

Recommendation No. 8 *Change of Signage by Roberts Creek Elementary School*

THAT staff confirm what correspondence has been received from School District No. 46 relating to support for changing signage in the area of Roberts Creek Elementary School from a school zone to a playground zone and if that request has been forwarded to the Ministry of Transportation and Infrastructure.

Recommendation No. 9 *Highway 101 Speed Limit Discussion*

THAT a discussion be scheduled for the next Infrastructure Services Committee meeting regarding lowering the Highway #101 speed limit (between Flume and Lower Road/Highway 101) and what kind of community consultation would be required.

Recommendation No. 13 *Plan Monitoring Advisory Committee Minutes*

The Infrastructure Services Committee recommended that the Plan Monitoring Advisory Committee meeting minutes of September 20, 2012 be received;

AND THAT Recommendation No. 1 of the Transportation Advisory Committee meeting minutes of September 20, 2012 be deferred until such time as the updated Solid Waste Management Plan has been approved.

Recommendation No.1 *Revisions to the Solid Waste Management Plan*

THAT the SCR D submit a request to the Ministry of Environment that the following change in wording be made to the updated Solid Waste Management Plan (SWMP) as follows:

FROM:

"True Cost" Accounting

The price of a product does not currently reflect the full costs of the environmental degradation and public health impacts associated with the virgin resource extraction, processing, manufacture, transportation, and disposal of that product. When the market prices begin to include such costs, the more environmentally-friendly product will also be the less expensive.

True cost accounting requires industry to assume a full cost accounting approach to business and investment. Senior levels of government can influence markets to recognize and report the full cost of production. All levels of government can employ true cost accounting principles with regards to internal business and policy decisions.

TO:

"Triple Bottom Line" Accounting

Triple bottom line accounting requires industry to assume a full cost accounting approach to business and investment. Senior levels of government can influence markets to recognize and report the full cost of production. All levels of government can employ triple bottom line accounting principles with regards to internal business and policy decisions.

AND THAT the following paragraph in the SWMP be removed:

Ending Tax Payer Subsidies for Wasteful and Polluting Industries

Pollution, energy consumption and environmental destruction start at the point of virgin resource extraction and processing. Our tax dollars subsidize many industries that make products from virgin materials, such as timber and mining. Zero Waste proposes ending these federal subsidies to enable recycled and reused products to compete on an even playing field. Without the subsidies, the market can determine which are truly the less expensive products.

Responsibility in this area lies primarily at provincial and federal levels, however local government can ensure that waste disposal activities are not subsidized (relative to

recycling and resource recovery activities) in order to create a level playing field for business. For example, local taxation to subsidize landfill fees would make waste disposal appear artificially inexpensive, which in turn creates barriers to the development of viable resource recovery and recycling industries. In the SCRD, no taxes are used to subsidize landfilling operations. Tipping fees paid by users of landfill facilities cover all costs associated with operating, monitoring, and eventually safely closing the landfill.

AND THAT Recommendation No. 2 of the Transportation Advisory Committee meeting minutes be acted upon as follows:

Recommendation No.2 *Annual Plan Monitoring Advisory Committee Report Card*

THAT staff create a draft Annual Plan Monitoring Advisory Committee Report Card based on current data, for review and eventual endorsement by the PMAC.

COMMUNICATIONS

Recommendation No. 14 *BC Government Response to BC Transit Independent Review*

The Infrastructure Services Committee recommended that the correspondence regarding BC Government Response to BC Transit Independent Review be received.

Recommendation No. 15 *Library Conference*

The Infrastructure Services Committee recommended that the verbal report from Director Lewis regarding the Library Conference be received;

AND THAT Director's Nohr and Lewis attend the Library Conference;

AND THAT all associated costs be paid for by the SCRD, including remuneration and expenses.

NEW BUSINESS

IN CAMERA

The Committee moved In-Camera at 3:48 p.m.

The public was excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the Community Charter “negotiations and related discussions respecting the proposed provision of a municipal service....”

The Committee moved out of In-Camera at 4:35 p.m.

ADJOURNMENT 4:36 pm

SCRD STAFF REPORT

DATE: October 4, 2012
TO: Sunshine Coast Regional District Board – October 11, 2012
FROM: Peter Longhi, Chief Building Inspector and Bylaw Manager
SUBJECT: PLACEMENT OF NOTICE ON TITLE

RECOMMENDATIONS

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

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 2, Block 6, District Lots 1326 & 1327, Plan 7274, Group 1, NWD. PID 004-351-908, Electoral Area B**

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 D, Block 1, District Lot 3314, Plan 17565, Group 1, NWD. PID 007-271-476, Electoral Area A**

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 **Block 7, DL 2649, Plan 2323, Group 1, NWD. PID 013-845-977, Electoral Area F**

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 14, District Lots 1397 and 1397A, Strata Plan BCS 2151, Group 1, NWD. PID 026-920-662, 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. 8347 Redrooffs Road, **Lot 2, Block 6, District Lots 1326 & 1327, Plan 7274, Group 1, NWD. PID 004-351-908, Electoral Area B**
 - Considerable work requiring permits has taken place on this property over the years identified by a 2009 inspection
 - Although much dialogue has taken place with the owner, no permit has been issued
2. Cockburn Bay, Nelson Island, **Lot D, Block 1, District Lot 3314, Plan 17565, Group 1, NWD. PID 007-271-476, Electoral Area A**
 - A permit was issued for a residence in December of 2008
 - A single site inspection was called by the owner and no further inspections have been arranged for
 - No frame, insulation or final inspections have been booked
 - Remaining health and engineering issues are outstanding.
3. Lot Potts Point Road, **Block 7, DL 2649, Plan 2323, Group 1, NWD. PID 013-845-977, Electoral Area F**
 - A cabin was built without a permit
 - An application for seasonal cottage dwelling was made January of 2011
 - Supporting documentation was repeatedly requested but not forthcoming. Evidence of filing for septic system, Homeowner Protection Office Declaration, Plans, Site Plan, and Engineering are required in order to process this permit application.
4. 13219 Pinehaven Way, **Strata Lot 14, District Lots 1397 and 1397A, Strata Plan BCS 2151, Group 1, NWD. PID 026-920-662, Electoral Area A**
 - A permit for a residence was issued in January of 2007
 - A final inspection was made with deficiencies noted
 - No further inspections were called
 - Final Structural engineering and Geotechnical finals remain
 - The permit has expired

**SUNSHINE COAST REGIONAL DISTRICT
ZONING AMENDMENT BYLAW No. 325.19, 2010**

A bylaw to amend the "Halfmoon Bay Official Community Plan Bylaw No. 325, 1989".

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. 325.19, 2010".

PART B - AMENDMENT

2. Schedule 'A3' of Halfmoon Bay Official Community Plan Bylaw No. 325, 1989 is amended by re-designating a portion of District Lot 1951A from 'Rural Residential B' to 'Residential D', as denoted on Appendix 'A' to this Bylaw.

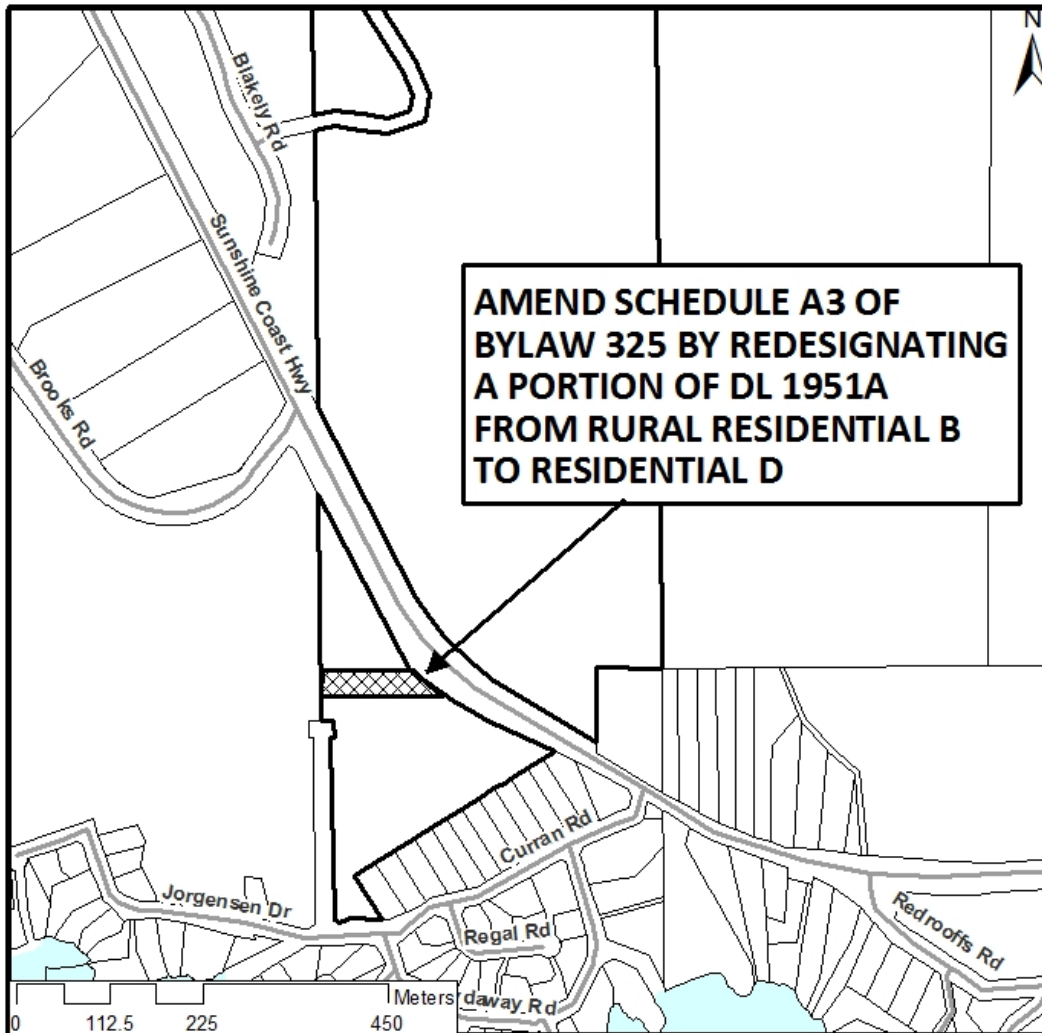
PART C - ADOPTION

READ A FIRST TIME this	28 th	DAY OF	OCTOBER	2010
READ A SECOND TIME this	28 th	DAY OF	JUNE	2012
PURSUANT TO SECTION 882 OF THE <i>LOCAL GOVERNMENT ACT</i> , CONSIDERED IN CONJUNCTION WITH FINANCIAL PLAN AND APPLICABLE WASTEMANAGEMENT PLAN	28 th	DAY OF	JUNE	2012
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	5 th	DAY OF	SEPTEMBER	2012
READ A THIRD TIME this		DAY OF		2012
ADOPTED this		DAY OF		2012

Corporate Officer

Chair

APPENDIX A TO BYLAW 325.19



LEGAL DESCRIPTION:
DL 1951A GP 1 NWD EXCEPT
PORTIONS IN PLANS 7618, 8151,
15913, 16506, 16680, 19161,
19621, 21791, SRW SRW PLAN
182 AND PLAN LMP 53065
PID: 004-425-880

CORPORATE OFFICER

CHAIR

EXISTING LAND USE DESIGNATION: RURAL RESIDENTIAL B
PROPOSED LAND USE DESIGNATION: RESIDENTIAL D

**SUNSHINE COAST REGIONAL DISTRICT
ZONING AMENDMENT BYLAW No. 310.134, 2010**

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. 310.134, 2010".

PART B - AMENDMENT

2. Schedule B of Sunshine Coast Regional District Zoning Bylaw No. 310, 1987 is amended by rezoning a portion of District Lot 1951A from the 'G' subdivision district to the 'D' subdivision district, as denoted on Appendix 'A' to this Bylaw.

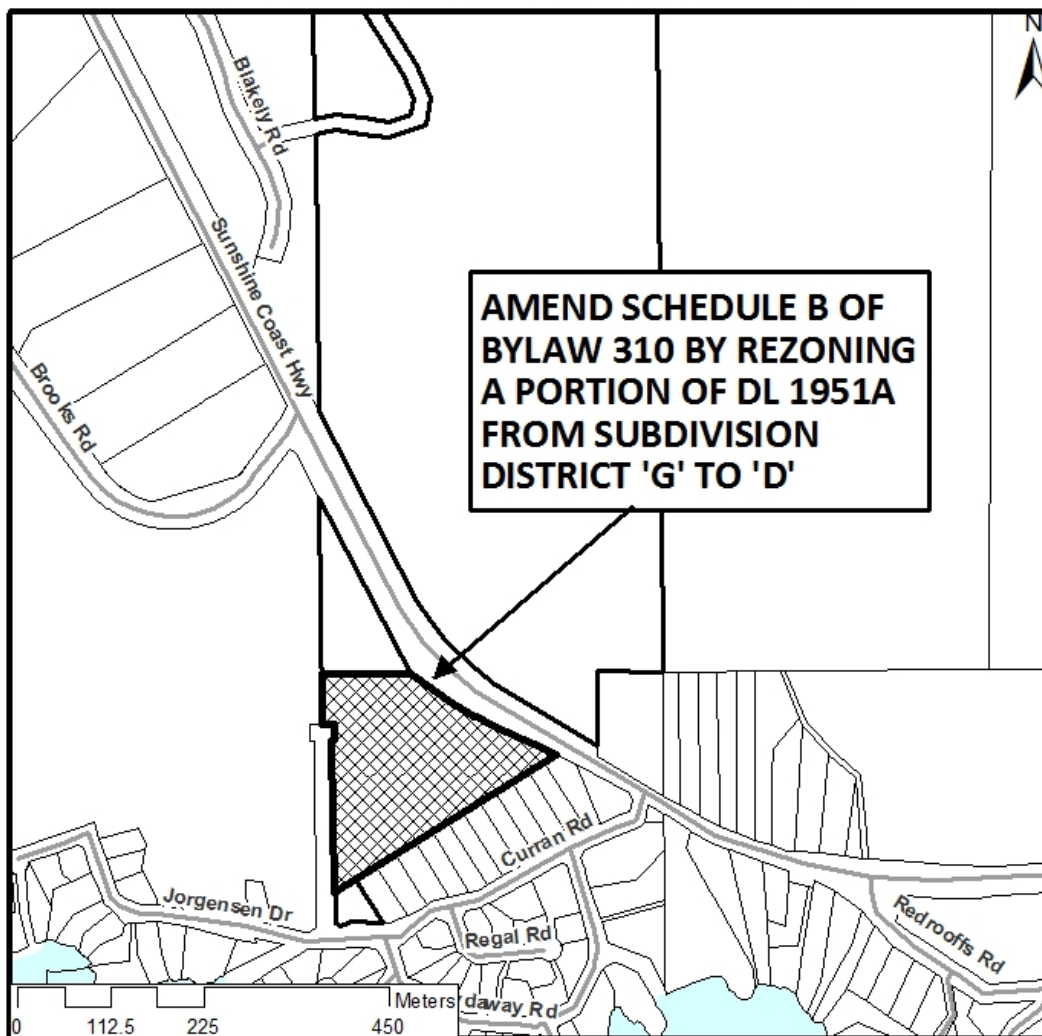
PART C - ADOPTION

READ A FIRST TIME this	27 th	DAY OF	MAY	2010
READ A SECOND TIME this	28 th	DAY OF	JUNE	2012
APPROVED PURSUANT TO Section 52 of <i>THE TRANSPORTATION ACT</i> this	30 th	DAY OF	AUGUST	2012
PUBLIC HEARING HELD PURSUANT TO <i>THE LOCAL GOVERNMENT ACT</i> this	5th	DAY OF	SEPTEMBER	2012
READ A THIRD TIME this		DAY OF		2012
ADOPTED this		DAY OF		2012

Corporate Officer

Chair

APPENDIX A TO BYLAW 310.134



LEGAL DESCRIPTION:
DL 1951A GP 1 NWD EXCEPT
PORTIONS IN PLANS 7618, 8151,
15913, 16506, 16680, 19161,
19621, 21791, SRW SRW PLAN
182 AND PLAN LMP 53065
PID: 004-425-880

CORPORATE OFFICER

CHAIR

EXISTING SUBDIVISION DISTRICT: G
PROPOSED SUBDIVISION DISTRICT: D