



## SUNSHINE COAST REGIONAL DISTRICT

December 10, 2020

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MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD ELECTRONICALLY IN ACCORDANCE WITH MINISTERIAL ORDER M192 AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

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**PRESENT\*:**

Chair	Electoral Area B	L. Pratt
Directors	Electoral Area A	L. Lee
	Electoral Area D	A. Tize
	Electoral Area E	D. McMahon
	Electoral Area F	M. Hiltz
	District of Sechelt	D. Siegers
	District of Sechelt	A. Toth
	Town of Gibsons	B. Beamish
	Sechelt Indian Government District	W. Paull

**ALSO PRESENT\*:**

Chief Administrative Officer	D. McKinley
Corporate Officer	S. Reid
GM, Corporate Services / Chief Financial Officer	T. Perreault
GM, Planning and Community Development	I. Hall (in part)
GM, Infrastructure Services	R. Rosenboom
Deputy Corporate Officer / Recorder	J. Hill
Media	1
Public	2

*\*Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

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**CALL TO ORDER**      2:02 p.m.

**AGENDA**              **It was moved and seconded**

401/20                  THAT the agenda for the meeting be adopted as amended.

**CARRIED**

### MINUTES

Minutes                **It was moved and seconded**

402/20                  THAT the Regular Board meeting minutes of November 26, 2020 be adopted.

**CARRIED**

Minutes **It was moved and seconded**

403/20 THAT the Special Board meeting minutes of December 3, 2020 be adopted.

**CARRIED**

## REPORTS

Corporate **It was moved and seconded**

404/20 THAT Corporate and Administrative Services Committee recommendation Nos. 2-7, 9 and 14 of November 26, 2020 be received, adopted and acted upon as follows:

**Recommendation No. 2**     *Federal Gas Tax – Community Works Fund Policy*

THAT the report titled Federal Gas Tax – Community Works Fund Policy be received;

AND THAT the draft Federal Gas Tax – Community Works Fund Policy be amended as follows:

- Add wording to 6.2.3 (b) "...critical infrastructure needs, active transportation, capacity building...";
- Amend 7.1.3 (c) Approve contribution agreements with non-profit organizations that will receive CWF monies.

**Recommendation No. 3**     *Federal Gas Tax – Community Works Fund Policy*

THAT staff report to the January 28, 2021 Corporate and Administrative Services Committee meeting with a revised draft Federal Gas Tax – Community Works Fund Policy providing options and process to allow Communities to provide input and submission for projects.

**Recommendation No. 4**     *Federal Gas Tax – Community Works Fund – Project Submissions*

THAT staff report to a future Committee with process consideration for Community project ideas and the effect on Sunshine Coast Regional District work plans, including budget process considerations.

**Recommendation No. 5**     *2021 Meeting Schedule*

THAT the report titled 2021 Meeting Schedule be received;

AND THAT the 2021 Meeting Schedule be adopted as amended.

404/20 cont.      **Recommendation No. 6**      *2021 Transportation Advisory Committee Meeting Schedule*

THAT the start time for the 2021 Transportation Advisory Committee meetings be amended to 3:30 p.m.

**Recommendation No. 7**      *Insurance Invoices Over \$100,000: Municipal Insurance Association (MIA) and Aon Reed Stenhouse Inc. (Aon)*

THAT the report titled Insurance Invoices Over \$100,000: Municipal Insurance Association (MIA) and Aon Reed Stenhouse Inc. (Aon) be received;

AND THAT payment of up to \$120,000 be authorized for liability insurance to MIA;

AND THAT payment of up to \$230,000 be authorized for property insurance to AON;

AND FURTHER THAT the 2021-2025 Financial Plan be amended to reflect the changes in premiums.

**Recommendation No. 9**      *Wastewater Treatment Plant Policy*

THAT staff review the wastewater treatment plant policy and provide a draft to a future Committee meeting in 2021.

**Recommendation No. 14**      *Sechelt Landfill Cost Analysis*

THAT staff report to a future Committee outlining the overall financial implications, including a review of tipping fee charges as a result of increased diversion at the Landfills.

**CARRIED**

Planning      **It was moved and seconded**

405/20      THAT Planning and Community Development Committee recommendation Nos. 3-6 of December 10, 2020 be received, adopted and acted upon as follows:

**Recommendation No. 3**      *ICIP Grant Application - Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project*

THAT the report titled Investing in Canada Infrastructure Program – Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund Grant Application for the Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project be received for information;

405/20 cont.

AND THAT the Sunshine Coast Regional District (SCRD) Board support the previously submitted application for grant funding for the Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project through the ICIP – Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund;

AND FURTHER THAT SCRD supports the project and commit to its share of up to \$250,000 of the project as well as cost overruns.

**Recommendation No. 4**      *Ports Capital Upgrades and Ports Engineering Consulting Services Contract Update*

THAT the report titled Ports Capital Upgrades and Ports Engineering Consulting Services Contract Update be received;

AND THAT the contract with Herold Engineering for ports capital upgrades and contracted ports engineering consulting services be increased to up to \$140,000 (excluding GST);

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

**Recommendation No. 5**      *Snow Removal Associate Member Insurance*

THAT the report titled Snow Removal Associate Member Insurance;

AND THAT Board approve the Service Providers Agreement between the SCRD and Progress Group Inc, establishing Progress Group Inc as an MIABC associate member with the date as set out in the Service Providers Agreement;

AND FURTHER THAT SCRD delegated authorities be authorized to sign the Service Providers Agreement documents.

**Recommendation No. 6**      *Development Variance Permit DVP00063 (5642 Mintie Rd)*

THAT the report titled Development Variance Permit DVP00063 (5642 Mintie Rd) be received;

AND THAT Development Variance Permit DVP00063 be issued to vary *Zoning Bylaw No. 310*:

1. Section 811.3 to reduce the required minimum building setback from any parcel line from 5 m to: 0.3 m from the front parcel line, and 0.1 m from the side parcel line for the proposed reconstructed buildings;
2. Section 509 to reduce the required number of off-street parking spaces from 20 to 2 and the required number of loading spaces from 1 to 0;

405/20 cont.

3. Section 811.2 to permit parking or loading located in a setback area where the abutting property is zoned R2; and
4. Section 507.1 to reduce the required setback from the natural boundary of the ocean from 7.5 m to 3.7 m for an uncovered and unenclosed deck and steps.

**CARRIED**

Planning

**It was moved and seconded**

406/20

THAT Planning and Community Development Committee recommendation No. 10 of December 10, 2020 be received, adopted and acted upon as amended as follows:

**Recommendation No. 10**    *Provincial Referral - shashishalhem*  
*Proposed Names*

THAT the report titled Provincial Referral - shashishalhem Proposed Names - Areas A & D be received;

AND THAT the following comments about SCRD service areas be forwarded to the BC Geographical Names Office for consideration by shíshálh Nation and the Province:

- a. THAT the Sunshine Coast Regional District supports efforts to identify and rename geographical features and locations within the shíshálh swiya as an important part of building relationships, cultural awareness, respect and reconciliation;
- b. THAT the Province be requested to confirm, with input/support from the shíshálh Nation, how the interface of k̓ (underscore-k) with E911 and IT systems can best be managed, and to provide that information to SCRD and emergency service providers;
- c. THAT as SCRD, the Province of BC and the shíshálh Nation seek to build support and momentum for both the Foundation Agreement specifically and cultural awareness, respect and reconciliation more generally that geographical feature(s) and location(s) other than Madeira Park be identified and considered for renaming;
- d. *THAT a further extension to December 31, 2021 be requested in order to provide additional time for community dialogue on the renaming of Madeira Park and for the Province to host a town hall, as previously requested;*

AND THAT the delegated authorities be authorized to accept UBCM Community-to-Community Forum grant support of up to \$2,984;

AND FURTHER THAT the 2020-2024 Financial Plan be amended accordingly.

**CARRIED**

*Director Beamish left the meeting at 2:58 p.m.*

2021 Board  
Appointments

**It was moved and seconded**

407/20

THAT the report titled 2021 Board Appointments be received;

AND THAT the list of Board appointments be adopted as amended as follows:

- 'Ocean Watch Action Plan Task Force' be removed from the 'Appointments to Other Committees and Boards' section.

**CARRIED**

2021 Chair  
Appointments

**It was moved and seconded**

408/20

THAT the report titled 2021 Chair Appointments be received;

AND THAT the list of Chair appointments be affirmed as follows:

- Corporate & Administrative Services Committee –  
Chair: Darnelda Siegers / Vice Chair: Andreas Tize;
- Planning & Community Development Committee –  
Chair: Alton Toth / Vice Chair: Andreas Tize;
- Infrastructure Services Committee –  
Chair: Donna McMahon / Vice Chair: Mark Hiltz;
- Transportation Advisory Committee –  
Chair: Donna McMahon / Vice Chair: Leonard Lee; and
- Sunshine Coast Policing and Public Safety Committee –  
Chair: Mark Hiltz / Vice Chair: Leonard Lee.

**CARRIED**

Public Health  
Order for Meetings

**It was moved and seconded**

409/20

THAT the report titled Updated Public Health Officer (PHO) Order for Meetings and Public Hearings be received for information.

**CARRIED**

2020-2024 Financial  
Plan Amendments

**It was moved and seconded**

410/20

THAT the report titled 2020-2024 Financial Plan Bylaw Amendments be received;

410/20 cont.                    AND THAT the *2020-2024 Financial Plan Bylaw (724.2)* and related schedules be amended to include changes from April 1 to December 10, 2020;

AND FURTHER THAT a report be provided as part of the 2021 Round 1 Budget deliberations to address costs associated to the SCRD's Emergency Operations Centre-2020 deficit and ongoing EOC for 2021.

**CARRIED**

## **COMMUNICATIONS**

CleanBC Organics    **It was moved and seconded**

411/20                    THAT the correspondence from Aaron D. Joe, President and CEO, Salish Soils Inc. dated November 24, 2020 regarding the CleanBC Organics Infrastructure Program grant be received.

**CARRIED**

CleanBC Organics  
Grant Support        **It was moved and seconded**

412/20                    THAT the SCRD provide a letter of support to Salish Soils Incorporated for their grant funding application through the CleanBC Organic Infrastructure and Collection Program as the eligible applicant for a new composting facility for processing organic food waste for the Sunshine Coast.

**CARRIED**

Gas Tax Revenues    **It was moved and seconded**

413/20                    THAT the correspondence from Amanda Amaral, Chair, Board of Education, School District 46 – Sunshine Coast dated November 19, 2020 regarding gas tax revenues for bicycles and pedestrian lanes be received.

**CARRIED**

Gas Tax Revenues    **It was moved and seconded**

414/20                    THAT the SCRD send a letter to School District 46 – Sunshine Coast regarding the status of Gas Tax funding for Bicycles and Pedestrian Lanes in rural areas on the Sunshine Coast and on SCRD's work with the Ministry of Transportation and Infrastructure and the Union of British Columbia Municipalities on this matter.

**CARRIED**

*Director Beamish returned to the meeting at 3:13 p.m.*

## **BYLAWS**

Bylaw 724.2                    **It was moved and seconded**

415/20                        THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.2, 2020* be read a first time.

**CARRIED**

Bylaw 724.2                    **It was moved and seconded**

416/20                        THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.2, 2020* be read a second time.

**CARRIED**

Bylaw 724.2                    **It was moved and seconded**

417/20                        THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.2, 2020* be read a third time.

**CARRIED**

Bylaw 724.2                    **It was moved and seconded**

418/20                        THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.2, 2020* be adopted.

**CARRIED**

Bylaw 729                      **It was moved and seconded**

419/20                        THAT the report titled 2021 Revenue Anticipation Borrowing Bylaw be received.

AND THAT *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020* be given three readings and be adopted.

**CARRIED**

Bylaw 729                      **It was moved and seconded**

420/20                        THAT *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020* be read a first time.

**CARRIED**

Bylaw 729                      **It was moved and seconded**

421/20                        THAT *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020* be read a second time.

**CARRIED**



Bylaw 729                    **It was moved and seconded**

422/20                    THAT *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020* be read a third time.

**CARRIED**

Bylaw 729                    **It was moved and seconded**

423/20                    THAT *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020* be adopted.

**CARRIED**

Bylaw 431.25                **It was moved and seconded**

424/20                    THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.25, 2020* be read a first time.

**CARRIED**

Bylaw 431.25                **It was moved and seconded**

425/20                    THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.25, 2020* be read a second time.

**CARRIED**

Bylaw 431.25                **It was moved and seconded**

426/20                    THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.25, 2020* be read a third time.

**CARRIED**

Bylaw 431.25                **It was moved and seconded**

427/20                    THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.25, 2020* adopted.

**CARRIED**

Bylaw 422.37                **It was moved and seconded**

428/20                    THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.37, 2020* be read a first time.

**CARRIED**

Bylaw 422.37                **It was moved and seconded**

429/20                    THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.37, 2020* be read a second time.

**CARRIED**

Bylaw 422.37           **It was moved and seconded**

430/20                    THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.37, 2020* be read a third time.

**CARRIED**

Bylaw 422.37           **It was moved and seconded**

431/20                    THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.37, 2020* be adopted.

**CARRIED**

Bylaw 428.22           **It was moved and seconded**

432/20                    THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.22, 2020* be read a first time.

**CARRIED**

Bylaw 428.22           **It was moved and seconded**

433/20                    THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.22, 2020* be read a second time.

**CARRIED**

Bylaw 428.22           **It was moved and seconded**

434/20                    THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.22, 2020* be read a third time.

**CARRIED**

Bylaw 428.22           **It was moved and seconded**

435/20                    THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.22, 2020* be adopted.

**CARRIED**

Bylaw 430.13           **It was moved and seconded**

436/20                    THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.13, 2020* be read a first time.

**CARRIED**

Bylaw 430.13           **It was moved and seconded**

437/20                    THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.13, 2020* be read a second time.

**CARRIED**

Bylaw 430.13           **It was moved and seconded**

438/20                    THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.13, 2020* be read a third time.

**CARRIED**

Bylaw 430.13           **It was moved and seconded**

439/20                    THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.13, 2020* be adopted.

**CARRIED**

Bylaw 644.6           **It was moved and seconded**

440/20                    THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.6, 2020* be read a first time.

**CARRIED**

Bylaw 644.6           **It was moved and seconded**

441/20                    THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.6, 2020* be read a second time.

**CARRIED**

Bylaw 644.6           **It was moved and seconded**

442/20                    THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.6, 2020* be read a third time.

**CARRIED**

Bylaw 644.6           **It was moved and seconded**

443/20                    THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.6, 2020* be adopted.

**CARRIED**

Bylaw 714.4           **It was moved and seconded**

444/20                    THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.4, 2020* be read a first time.

**CARRIED**

Bylaw 714.4           **It was moved and seconded**

445/20                    THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.4, 2020* be read a second time.

**CARRIED**

Bylaw 714.4                    **It was moved and seconded**

446/20                        THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.4, 2020* be read a third time.

**CARRIED**

Bylaw 714.4                    **It was moved and seconded**

447/20                        THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.4, 2020* be adopted.

**CARRIED**

## **DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

**ADJOURNMENT            It was moved and seconded**

448/20                        THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 4:03 p.m.

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

Corporate Officer

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

\_\_\_\_\_

Chair