



SUNSHINE COAST REGIONAL DISTRICT

July 23, 2020

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

PRESENT*:

Chair	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	D. Croal
	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
GM, Infrastructure Services	R. Rosenboom
Deputy Corporate Officer / Recorder	J. Hill
Media	1
Public	0

**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.*

CALL TO ORDER 2:04 p.m.

AGENDA **It was moved and seconded**

264/20 THAT the agenda for the meeting be adopted as amended by adding the following items under New Business:

- Climate Caucus Summit; and
- SCRD Recreational Officer.

CARRIED

MINUTES

Minutes **It was moved and seconded**

265/20 THAT the Regular Board meeting minutes of July 9, 2020 be adopted.

CARRIED

REPORTS

Planning

It was moved and seconded

266/20

THAT Planning and Community Development Committee recommendation Nos. 1-3 and 5-23 of July 9, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Delegation regarding Youth returning to Ice Sports*

THAT the delegation materials from the Sunshine Coast Skating Club and Sunshine Coast Minor Hockey Association regarding Youth Returning to Ice Sports – August 2020 be received.

Recommendation No. 2 *Development Variance Permit Application DVP00054 (4355 Lake Road)*

THAT the report titled Development Variance Permit Application DVP00054 (4355 Lake Road) be received;

AND THAT consideration of Development Variance Permit Application DVP00054 (4355 Lake Road) be deferred to a future Planning and Community Development Committee meeting.

Recommendation No. 3 *Planning and Community Development Department 2020 Q2 Report*

THAT the report titled Planning and Community Development Department 2020 Q2 Report be received.

Recommendation No. 5 *Sunshine Coast Tourism Request for Letters of Support – Municipal Regional District Tax (MRDT) Renewal at 2% and Online Accommodation Platform Funding*

THAT the report titled Sunshine Coast Tourism Request for Letters of Support – Municipal Regional District Tax (MRDT) Renewal at 2% and Online Accommodation Platform Funding be received;

AND THAT the letters of support be provided to Sunshine Coast Tourism for:

- a. Renewal of the Municipal Regional District Tax at 2%; and
- b. Online Accommodation Platform (OAP) Funding Guidelines.

Recommendation No. 6 *Telus Telecommunication Tower in Roberts Creek – Request for Local Government Concurrence*

THAT the report titled Telus Telecommunication Tower in Roberts Creek – Request for Local Government Concurrence be received;

266/20 cont.

AND THAT SCRD provide Telus and Innovation, Science and Economic Development Canada with the following statements respecting the proposed Telus Telecommunication Tower in Roberts Creek:

- a. Telus has satisfactorily completed consultation with the SCRD;
and
- b. The SCRD concurs with Telus' proposal to construct the wireless telecommunications facility provided it is constructed substantially in accordance with the submitted plans.

Recommendation No. 7 *Provincial Referral CRN00111 for a Private Moorage 2408385 (Maple and King)*

THAT the report titled Provincial Referral CRN00111 for a Private Moorage 2408385 (Maple and King) – Electoral Area A be received;

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

Subject to the following conditions, SCRD has no objections to the proposed residential private moorage fronting District Lot 1391, Gp. 1, PID 015-936-074 New Westminster District, Provincial Referral Number 2408385:

- a. Should subdivision of this property be a future consideration, this proposed tenure area should be reconsidered for strata moorage;
and
- b. SCRD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility.

Recommendation No. 8 *Provincial Referral CRN000108 for Commercial Use 2412331 (Seair Seaplanes)*

THAT the report titled Provincial Referral CRN000108 for Commercial Use 2412331 (Seair Seaplanes) – Electoral Area B be received;

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

Subject to the following conditions, SCRD has no objections to the proposed Commercial Use, Provincial Referral Number 2412248:

- a. SCRD will require a building permit and/or a development variance permit if any future structures are proposed;
- b. Ensure that shíshálh Nation comments are addressed and that the management plan complies with the Heritage Conservation Act;
and
- c. That the tenure only be issued for 5 years;

266/20 cont.

AND FURTHER THAT in an effort to advocate for process changes to Provincial tenure applications, SCRD would like the Province to:

- a. Set a limit on the number of permitted tenures (including the number of visitors) provided for sensitive hinterland areas based on cumulative impact analysis;
- b. Require applicants to submit analysis of potential ecological impacts to application area and management/mitigation plan prepared by a Qualified Environmental Professional with the application;
- c. Require applicants to submit an annual update on ecological impacts and mitigation measures to the Province; and
- d. Require applicants to consult First Nations before submitting applications.

Recommendation No. 9 *Provincial Referral 2412092 for Commercial General Use Application (Endless Biking Ltd)*

THAT the report titled Provincial Referral 2412092 for Commercial General Use Application (Endless Biking Ltd) be received;

AND THAT SCRD recommend refusal of Provincial Referral 2412092 at this time due to the following reasons:

- a. Increased use would increase SCRD maintenance time and cost for the area;
- b. Work is currently needed within the Sprockids trail network to bring the area up to the Province's requirement to meet Whistler Trail Standards. Until such time, it would be inadvisable to promote expansion of use within the area;
- c. A new management and maintenance model has just begun in Sprockids Park Increasing pressure on the site while the model is being tested may make fulfilling the management requirements of the site untenable; and
- d. There are concerns about potential wear and tear to the trails/site and the costs associated with mitigation;

AND THAT this application and report be referred to the Sunshine Coast Trails Society, Sunshine Coast Search and Rescue and the Roberts Creek Official Community Plan Committee;

AND FURTHER THAT, at Provincial staff's invitation, process-improvement recommendations included in this report be conveyed by staff to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

266/20 cont.

Recommendation No. 10 *Agricultural Land Reserve Application (ALR00012, ALC58324)*

THAT the report titled Application for a Proposed 3-lot Subdivision in the Agricultural Land Reserve (ALR00012, ALC58324) for 2061 Twin Creeks Road be received;

AND THAT the Board recommend that Agricultural Land Reserve Application ALR00012, ALC58324 be denied.

Recommendation No. 11 *Welcome Woods Wilderness and Connor Park Disc Golf Proposal and Future Planning – Public Consultation*

THAT the report titled Welcome Woods Wilderness and Connor Park Disc Golf Proposal and Future Planning – Public Consultation be received as information.

Recommendation No. 12 *RFP 2061303 Refrigeration Services Agreement Contract Award*

THAT the report titled RFP 2061303 Refrigeration Services Agreement Contract Award Report be received;

AND THAT the SCRD enter into a contract with Temp-Pro Refrigeration for refrigeration system annual maintenance services as described in RFP 2061303 for up to \$189,000 plus up to \$43,000 for additional repair services for a total value of up to \$232,000 (excluding G.S.T.) for a three year period with the option to renew two additional years;

AND THAT the 2020-2024 Financial Plan be amended to increase the annual base operating budget for [615] Community Recreation Facilities by \$13,800 funded from operating reserves in 2020 and taxation beginning in 2021;

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

Recommendation No. 13 *Renaming Halkett Bay Dock on Gambier Island*

THAT that the report titled Renaming Halkett Bay Dock on Gambier Island (Area F) be received;

AND THAT this report be referred to the following agencies and committees:

- a. Skwxwú7mesh Nation;
- b. The SCRD Ports Monitors Committee;
- c. The West Howe Sound Advisory Planning Commission;
- d. Islands Trust;
- e. Ministry of Forests, Lands, Natural Resource Operations and Rural Development; and

266/20 cont.

f. Ministry of Environment and Climate Change Strategy (BC Parks);

AND FURTHER THAT feedback from the referrals be reported back to a future Planning and Community Development Committee meeting.

Recommendation No. 14 *Agricultural Advisory Committee Meeting Minutes of June 23, 2020*

THAT the Agricultural Advisory Committee meeting minutes of June 23, 2020 be received.

Recommendation No. 15 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of June 24, 2020*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of June 24, 2020 be received.

Recommendation No. 16 *Halfmoon Bay (Area B) APC Meeting Minutes of June 23, 2020*

THAT the Halfmoon Bay (Area B) Advisory Planning Commission meeting minutes of June 23, 2020 be received.

Recommendation No. 17 *Roberts Creek (Area D) APC Meeting Minutes of June 15, 2020*

THAT the Roberts Creek (Area D) Advisory Planning Commission meeting minutes of June 15, 2020 be received.

Recommendation No. 18 *Elphinstone (Area E) APC Meeting Minutes of June 24, 2020*

THAT the Elphinstone (Area E) Advisory Planning Commission meeting minutes of June 24, 2020 be received.

Recommendation No. 19 *West Howe Sound (Area F) APC Meeting Minutes of June 23, 2020*

THAT the West Howe Sound (Area F) Advisory Planning Commission meeting minutes of June 23, 2020 be received.

Recommendation No. 20 *Communication from BC Real Estate Association*

THAT the correspondence from Matthew Mayers, Policy Analyst, BC Real Estate Association, dated June 8, 2020, regarding COVID-19 real estate stakeholder joint recommendations be received.

Recommendation No. 21 *Communication from Chinook Swim Club - Request for Decrease in Pool Lane Fees – COVID-19 Response*

THAT the correspondence from Maggie Scott, Board President, Chinook Swim Club, dated June 14, 2020, regarding request for decrease in pool lane fees – COVID-19 Response be received.

266/20 cont. **Recommendation No. 22** *Communication regarding concerns for Endless Biking proposal*

THAT the correspondence from George A. M. Smith, resident in Area E – Elphinstone, dated June 19, 2020, regarding concerns for Endless Biking proposal be received.

Recommendation No. 23 *Communication from Sechelt & District Chamber of Commerce regarding Public Hearing – Short Term Rental Regulations*

THAT the correspondence from Ed Pednaud, Executive Director, Sechelt & District Chamber of Commerce, dated June 26, 2020, regarding Public Hearing – Short Term Rental Regulations be received.

CARRIED

Infrastructure **It was moved and seconded**

267/20 THAT Infrastructure Services Committee recommendation Nos. 1-11 of July 16, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Transit Schedule Options Fall 2020*

THAT the report titled Transit Schedule Options Fall 2020 be received;

AND THAT staff request BC Transit incorporate the balance of the SCRD Local Transit Fund in the upcoming amendment to the 2020-2021 Annual Operation Agreement;

AND FURTHER THAT staff be directed to work with BC Transit on the development and implementation of a September-December 2020 conventional transit schedule based on approximately 80% of the originally budgeted amount of service hours.

Recommendation No. 2 *Town of Gibsons Bulk Water Agreement – Financial Update*

THAT the report titled Town of Gibsons Bulk Water Agreement – Financial Update be received;

AND THAT the Town of Gibsons Bulk Water Review Committee be dissolved;

AND THAT staff proceed with a review process for the Bulk Water Agreement and report back to Committee in Q4 2020;

AND FURTHER THAT the 2020-2024 Financial Plan be amended to reflect the financial implications of the disconnection of the SCRD providing the primary water supply to the Town of Gibsons Zone 3.

267/20 cont.

Recommendation No. 3 *Sechelt Landfill Drop-Off Area Design Options*

THAT the report titled Sechelt Landfill Drop-Off Area Design Options be received;

AND THAT the cardboard program be discontinued as of October 1, 2020;

AND THAT the Share Shed program at the Sechelt landfill be discontinued;

AND FURTHER THAT staff proceed with the development of a detailed design and cost estimate for Option 2: Basic Drop-off area for the Board's consideration at a September 2020 Committee meeting.

Recommendation No. 4 *Landfill Capacity Management Options*

THAT the report Landfill Capacity Management Options be received;

AND THAT staff report to a future Committee on the financial implications and implementation process of Option 1: Ad-hoc re-diversion of waste by the SCRD.

Recommendation No. 5 *Wood Waste Receiving and Processing – Contract Extension*

THAT the report titled Wood Waste Receiving and Processing – Contract Extension be received;

AND THAT the contract with Salish Environmental Group Inc. for wood waste receiving and processing be extended for an additional one (1) year period in the amount up to \$491,250 plus GST;

AND THAT the 2020-2024 Financial Plan be amended accordingly;

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

Recommendation No. 6 *Request for Quotation (RFQ) 2035001 Contract Award for Mattress Transportation Services*

THAT the report titled Request for Quotation (RFQ) 2035001 Contract Award for Mattress Transportation Services be received;

AND THAT a contract for Mattress Transportation Services be awarded to Pacific Coast Distribution Ltd. in the amount up to \$128,272 (plus GST);

AND THAT the 2020-2024 Financial Plan be amended accordingly;

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

267/20 cont.

Recommendation No. 7 *Tipping Fees for Mattresses*

THAT the tipping fee for mattresses be increased from \$10 to \$25 per mattress for dry mattresses and from \$15 to \$30 per mattress for wet mattresses to be full cost recovery.

Recommendation No. 8 *Request for Proposal (RFP) 2035002
Contract Award for South Coast Green Waste Drop-off Depot*

THAT the report titled Request for Proposal (RFP) 2035002 Contract Award for South Coast Green Waste Drop-off Depot be received;

AND THAT RFP 2035002 be cancelled;

AND THAT staff negotiate an agreement for the long-term use of the current location of the South-Coast Green Waste drop-off depot by the SCRD with the Town of Gibsons;

AND THAT staff initiate a procurement process for an operator of a South-Coast Green Waste drop-off at its current location;

AND THAT the funding of this service be from tipping fees or a combination of tipping fees and taxation;

AND FURTHER THAT staff bring forward information regarding financial implications of this service and funding options for the entire green waste program to a future Committee meeting.

Recommendation No. 9 *Infrastructure Services Department – 2020
Q2 Report*

THAT the report titled Infrastructure Services Department – 2020 Q2 Report be received.

Recommendation No. 10 *PMAC Minutes*

THAT the report titled Solid Waste Management Plan Monitoring Advisory Committee Minutes of June 16, 2020 be received;

AND THAT the following recommendations therein be adopted and referred to staff for action as follows:

Recommendation No. 4 *Bulky Furniture, Carpets and
Mattresses*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD request that the Ministry of Environment and Climate Change Strategy amend the Recycling Regulation to include bulky furniture, carpets and mattresses.

267/20 cont.

Recommendation No. 5 *Rubble Material*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD investigate local partnerships for the diversion of rubble material received at the Pender Harbour Transfer Station and Sechelt Landfill.

Recommendation No. 6 *Book Recycling*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD explore setting up a drop-off for the recycling of residential books at the Pender Harbour Transfer Station and Sechelt Landfill.

Recommendation No. 7 *Textile Recycling*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD explore setting up drop-off locations for the recycling of textiles in Pender Harbour, Sechelt and Gibsons.

AND FURTHER THAT staff bring forward a report to a future Committee meeting regarding the following recommendation:

Recommendation No. 8 *Off-Coast Waste Disposal Options*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD consider off-coast waste disposal options as soon as possible.

Recommendation No. 11 *Correspondence regarding BC Recycling Regulation Amendment to include ICI Sector*

THAT the correspondence from the Ministry of Environment and Climate Change Strategy regarding the BC Recycling Regulation Amendment to include ICI Sector be received.

CARRIED

PMAC Minutes

It was moved and seconded

268/20

THAT Solid Waste Management Plan Monitoring Advisory Committee recommendation No. 1 of June 16, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *PMAC Draft Meeting Minutes*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the PMAC meeting minutes be permitted to be included on future PMAC agendas prior to adoption by the SCRD Board.

CARRIED

Corporate

It was moved and seconded

269/20

THAT Corporate and Administrative Services Committee recommendation No. 18 of July 23, 2020 be received, adopted and acted upon as follows:

Recommendation No. 18 *Motion in Support of the Proposal to Rename Madeira Park*

THAT the shíshálh Nation be invited to a Sunshine Coast Regional District (SCRD) Community to Community meeting to discuss the proposed place name change for Madeira Park;

AND THAT the SCRD send a letter to the Ministry of Indigenous Relations and Reconciliation, and Ministry of Forests, Lands, Natural Resource Operations and Rural Development requesting they organize an online Town Hall meeting in consultation with the SCRD that includes members from the shíshálh Nation, Pender Harbour and Area Residence Association, Pender Harbour and Egmont Chamber of Commerce, and Pender Harbour Rotary to discuss the proposed place name change for Madeira Park;

AND THAT the SCRD provide a letter to the Pender Harbour and Egmont Chamber of Commerce to inform Madeira Park businesses of the Province's name change proposal and process, including information on how to submit comments to the Province regarding the proposed name change;

AND THAT the SCRD request the BC Geographical Names Office provide an extension of the comment period to December 31, 2020;

AND FURTHER THAT staff explore the option of Union of BC Municipalities (UBCM) Community to Community program funding and make an application for same, if it applies.

CARRIED

Church Road Well
Field AAP Results

It was moved and seconded

270/20

THAT the report titled Alternative Approval Process Results – Church Road Well Field Loan Authorization Bylaw No. 725, 2020 be received.

CARRIED

CAO Report

It was moved and seconded

271/20

THAT the July 23, 2020 Chief Administrative Officer's Report be received for information.

CARRIED

MOTIONS

Special Meetings **It was moved and seconded**

272/20 THAT a Special Corporate and Administrative Services Committee meeting be scheduled for 9:30 am on Thursday, July 30, 2020;

AND THAT a Special Board meeting be scheduled for 2:30 pm on Thursday, July 30, 2020.

CARRIED

BYLAWS

Bylaw 626.2 **It was moved and seconded**

273/20 THAT *Transit Fees and Charges Amendment Bylaw No. 626.2, 2020* be read a first time.

CARRIED

Bylaw 626.2 **It was moved and seconded**

274/20 THAT *Transit Fees and Charges Amendment Bylaw No. 626.2, 2020* be read a second time.

CARRIED

Bylaw 626.2 **It was moved and seconded**

275/20 THAT *Transit Fees and Charges Amendment Bylaw No. 626.2, 2020* be read a third time.

CARRIED

Bylaw 626.2 **It was moved and seconded**

276/20 THAT *Transit Fees and Charges Amendment Bylaw No. 626.2, 2020* be adopted.

CARRIED

Bylaw 725 **It was moved and seconded**

277/20 THAT *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

Climate Caucus
Summit

It was moved and seconded

278/20

THAT expenses be paid for Director McMahon to attend the Climate Caucus Summit from August 6th to 7th, 2020.

CARRIED

Request for SCRD
Recreational Officer

It was moved and seconded

279/20

THAT the Sunshine Coast Regional District send a letter to Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development requesting a dedicated recreation officer for the Sunshine Coast;

AND THAT the letter be copied to the qathet Regional District, City of Powell River, District of Sechelt, Sechelt Indian Government District, shíshálh Nation, Town of Gibsons, Sunshine Coast Tourism Association, Sk̓wx̓wú7mesh Nation, and Tla'amin First Nation.

CARRIED

The Board moved In Camera at 3:10 p.m.

IN CAMERA

It was moved and seconded

280/20

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c), (k) and (2) (b) of the *Community Charter* – “labour relations or other employee relations”, “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” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal...”.

CARRIED

The Board moved out of In Camera at 3:27 p.m.

Contract Award

It was moved and seconded

281/20

THAT a contract for operating a Recycling Depot for Residential PPP on the South Coast be awarded to Gibsons Disposal Ltd. for a 3 year term expiring November 30, 2023 in the amount up to \$1,148,520 (plus GST);

AND THAT a contract for operating a Recycling Depot for Residential PPP in Sechelt be awarded to Salish Environmental Group Inc. for a 3-year term expiring November 30, 2023 in the amount up to \$431,400 (plus GST);

281/20 cont. AND THAT the 2020-2024 Financial Plan be amended accordingly;

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

CARRIED

ADJOURNMENT It was moved and seconded

282/20 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:27 p.m.

Certified correct _____

 Corporate Officer

Confirmed this _____ day of _____

Chair