



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, NOVEMBER 12, 2020

AGENDA

CALL TO ORDER 1:30 p.m.

ELECTION OF THE CHAIR FOR 2021 *(Corporate Officer presiding)*

ELECTION OF THE VICE CHAIR FOR 2021 *(Newly elected Chair presiding)*

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of October 22, 2020

Annex A
Pages 1 – 12

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Corporate and Administrative Services Committee recommendation
Nos. 1, 3-4, 6-8 and 10 of October 22, 2020 *(recommendation Nos. 2,
5 and 9 previously adopted)*

Annex B
pp 13 – 16

COMMUNICATIONS

4. Jamee Justason, Resolutions and Policy Analyst, Union of BC
Municipalities dated October 19, 2020

Regarding Medical Cannabis Safety Concerns (UBCM
Resolution No. EB16)

Annex C
pp 17 – 18

5. Mayor Beamish, Town of Gibsons dated October 27, 2020
Regarding a Multi-Purpose Room at the Gibsons Pool

Annex D
p 19

6. Mayor Beamish, Town of Gibsons dated November 4, 2020
Regarding Climate Action Report Card Project

Annex E
p 20

7. Deputy Minister Allan, Ministry of Forests, Lands, Natural Resource
Operations and Rural Development dated October 22, 2020
Regarding 2020 UBCM Annual Convention Delegation Meeting

Annex F
pp 21 – 22

8. Deputy Minister Caul, Ministry of Indigenous Relations and Reconciliation dated October 27, 2020
Regarding 2020 UBCM Annual Convention Delegation Meeting
Annex G
pp 23 – 24
9. Deputy Solicitor General Sieben, Ministry of Public Safety and Solicitor General dated October 28, 2020
Regarding 2020 UBCM Annual Convention Delegation Meeting
Annex H
pp 25 – 26
10. Deputy Minister Jardine, Ministry of Environment and Climate Change Strategy dated October 28, 2020
Regarding 2020 UBCM Annual Convention Delegation Meeting
Annex I
pp 27 – 28

MOTIONS

BYLAWS

11. *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020.*
– **adoption**
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, SIGD-1)
Annex J
pp 29 - 30

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (c), (e), (k) and 90 (2) (b) of the *Community Charter* – “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality”, “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 government or both, or between a provincial government or the federal government or both and a third party”.

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to December 5, 2020)

Special Corporate and Administrative Services Committee	November 5 at 9:30 am
Special Corporate and Administrative Services Committee	November 6 at 9:30 am
Planning and Community Development Committee	November 12 at 9:30 am
Regular Board	November 12 at 1:30 pm
Advisory Planning Commission (Area D)	November 16 at 7:00 pm
Solid Waste Management Plan Monitoring Advisory Committee	November 17 at 11:00 am
Natural Resources Advisory Committee - CANCELLED	November 18 at 3:30 pm
Infrastructure Services Committee	November 19 at 9:30 am
Agricultural Advisory Committee	November 24 at 3:30 pm
Advisory Planning Commission (Area B)	November 24 at 7:00 pm
Advisory Planning Commission (Area F)	November 24 at 7:00 pm
Advisory Planning Commission (Area A)	November 25 at 7:00 pm
Advisory Planning Commission (Area E)	November 25 at 7:00 pm
Corporate and Administrative Services Committee	November 26 at 9:30 am
Regular Board	November 26 at 1:30 pm

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

Gibsons & District Public Library Association Board	November 9 at 7:00 pm
Vancouver Coastal Health / Sunshine Coast Regional Hospital District Planning	November 19 at 1:30 pm
qathet Regional District / Sunshine Coast Regional District Joint Meeting	November 23 at 1:00 pm
Intergovernmental Meeting	December 2 at 1:00 pm

Please note: Meeting dates are current as of print date (November 6, 2020).



SUNSHINE COAST REGIONAL DISTRICT

October 22, 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
	Building Official 3	B. Kennett (in part)
	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 1:31 p.m.

AGENDA **It was moved and seconded**

346/20 THAT the agenda for the meeting be adopted as amended by adding the following items under New Business:

- Director Remuneration for Resilience Summit; and
- Letter of Support for Roberts Creek Community Association.

CARRIED

MINUTES

Minutes **It was moved and seconded**

347/20 THAT the Regular Board meeting minutes of October 8, 2020 be adopted.

CARRIED

REPORTS

Planning **It was moved and seconded**

348/20 THAT Planning and Community Development Committee recommendation Nos. 1, 3-7, 11-14 and 16-18 of October 8, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Community Solar Association Delegation Materials*

THAT the delegation materials from the Sunshine Coast Community Solar Association regarding Gibsons and Area Community Centre: Proposed Energy & Emergency Power Upgrade be received;

AND THAT the Sunshine Coast Community Solar Association delegation materials be referred to staff and a report be brought to a future Committee meeting with potential next steps and grant opportunities.

Recommendation No. 3 *Development Variance Permit DVP00067 (8703 South Sakinaw Creek Road)*

THAT the report titled Development Variance Permit DVP00067 (8703 South Sakinaw Creek Road) be received;

AND THAT Development Variance Permit DVP00067 to vary *Zoning Bylaw No. 337* Section 518 (3) to permit the required off-street parking for the subject parcel and proposed subdivision to be provided within the subject property based on vehicular access to an access road secured by a tenure granted by the Province, be issued subject to:

1. Confirmation of provincial tenure for the section of access road connecting to the subject parcel be granted to the applicant.
2. Comments from shíshálh Nation be received and addressed within the 60-day referral period.

Recommendation No. 4 *Agricultural Land Reserve Application for Land Inclusion (ALC Application 60840 - Morgan)*

THAT the report titled Application for Land Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 60840) be received;

AND THAT ALC Application 60840 be supported subject to the ALC's verification of the agricultural suitability of the land requested for inclusion;

348/20 cont.

AND FURTHER THAT SCRD's conditional support for ALC Application 60840 be forwarded to the Agricultural Land Commission.

Recommendation No. 5 *Monthly Provincial Referral Review*

THAT the report titled Monthly Provincial Referral Review be received;

AND THAT SCRD respond to the province regarding files 2412355, 2412360, 2412358, 0700042 as follows:

- Provincial Private Moorage Application 2412355: interests unaffected;
- Provincial Private Moorage Application 2412360: interests unaffected;
- Provincial Private Moorage Application 2412358: no objection to approval of project; and
- Provincial Private Moorage Application 0700042: no objection to approval of project subject to conditions;

AND FURTHER THAT SCRD include this request to the Province with each referral response:

- THAT the applicant be advised that any future proposed development, changes or replacements to structures, including any land alteration, may be subject to SCRD Planning or Building Bylaw requirements. Please contact the SCRD in advance of the proposed works.

Recommendation No. 6 *Homesite Creek Secret Cove Recreation Site (Secret Cove Falls Trail, REC0383) Partnership Agreement and Stewardship Memorandum of Understanding*

THAT the report titled Homesite Creek Secret Cove Recreation Site (Secret Cove Falls Trail, REC0383) Partnership Agreement and Stewardship Memorandum of Understanding - Request to Authorize Delegated Signatories be received;

AND THAT the delegated authorities enter into:

1. A three-year partnership agreement with Recreation Sites and Trails BC for the Homesite Creek Secret Cove Recreation Site;
2. A three-year memorandum of understanding with the Halfmoon Bay Citizens Association for management of the Homesite Creek Secret Cove Recreation Site.

348/20 cont.

Recommendation No. 7 *My Sea to Sky Pilot Community Invitation - Building Capacity for Community Energy and Emissions Inventory and Evidence-Based Climate Action Planning*

THAT the report titled My Sea to Sky Pilot Community Invitation - Building Capacity for Community Energy and Emissions Inventory and Evidence-Based Climate Action Planning be received;

AND THAT a letter of support be provided to My Sea to Sky for the Climate Action Report Card Project;

AND FURTHER THAT the request for letters of support for the Climate Action Report Card Project be forwarded to the Town of Gibsons, the District of Sechelt, and shíshálh Nation.

Recommendation No. 11 *Planning and Community Development Department 2020 Q3 Report*

THAT the report titled Planning and Community Development Department 2020 Q3 Report be received.

Recommendation No. 12 *Agricultural Advisory Committee Meeting Minutes of September 22, 2020*

THAT the Agricultural Advisory Committee meeting minutes of September 22, 2020 be received.

Recommendation No. 13 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of September 30, 2020*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of September 30, 2020 be received.

Recommendation No. 14 *Communication from Sunshine Coast Skating Club and Sunshine Coast Minor Hockey Association*

THAT the correspondence from Board of Directors, Sunshine Coast Skating Club and Board of Directors, Sunshine Coast Minor Hockey Association dated September 10, 2020 regarding follow up from September 10, 2020 Planning and Community Development Committee Delegation be received.

Recommendation No. 16 *Community Petition regarding TELUS Telecommunications Facility Proposal at 10591 Mercer Road, Halfmoon Bay*

THAT Community Petition, dated September 17, 2020 regarding TELUS Telecommunications Facility Proposal request for Local Government Concurrence at 10591 Mercer Road, Halfmoon Bay be received.

348/20 cont.

Recommendation No. 17 *Communication from Gambier Island Community Association Regarding New Brighton Dock*

THAT the correspondence from Danny Tryon, President, Gambier Island Community Association dated September 25, 2020 regarding New Brighton dock be received.

Recommendation No. 18 *Industrial Cannabis Production on Agricultural Land*

THAT staff report to a future committee on the current status of regulations on production of cannabis on agricultural land and opportunities to improve or clarify those regulations.

CARRIED

Planning

It was moved and seconded

349/20

THAT Planning and Community Development Committee recommendation No. 15 of October 8, 2020 be received, adopted and acted upon as follows:

Recommendation No. 15 *Communication from Town of Gibsons regarding Gibsons Pool Closure*

THAT the correspondence from Bill Beamish, Mayor, Town of Gibsons, dated September 16, 2020 regarding Gibsons Pool closure be received;

AND THAT the SCRD respond to the Town of Gibsons letter regarding the closure of the Gibsons Pool and address the concerns raised.

CARRIED

Infrastructure

It was moved and seconded

350/20

THAT Infrastructure Services Committee recommendation Nos. 1-15 of October 15, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Results Feasibility Study Upgrades Eastbourne Water System Project*

THAT the report titled Results Feasibility Study Upgrades Eastbourne Water System Project be received;

AND THAT staff prepare a 2021 Budget Proposal that provides several options, including phasing, for the drilling and development of two test wells for the Eastbourne Water System;

AND FURTHER THAT the preliminary design and cost estimates for any required additional storage and treatment capacity be included in the scope of this project.

350/20 cont.

Recommendation No. 2 *Contract for Dam Safety Reviews, Operation and Maintenance Manuals, and Dam Emergency Plans - Update*

THAT the report titled Contract for Dam Safety Reviews, Operation and Maintenance Manuals, and Dam Emergency Plans – Update be received;

AND THAT the contract with WSP Canada Inc. for upgrades to the SCRD Dams be increased by \$19,470 to \$117,876 (plus GST);

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

Recommendation No. 3 *Investing in Canada Infrastructure Program – Rural and Northern Communities 2020 Grant Application - Woodcreek Park Wastewater Treatment Plant System Upgrade and Ports Capital Renewal*

THAT the report titled Investing in Canada Infrastructure Program – Rural and Northern Communities 2020 Grant Application - Woodcreek Park Wastewater Treatment Plant System Upgrade and Ports Capital Renewal be received;

AND THAT staff submit applications for grant funding through the Investing in Canada Infrastructure Program – Rural and Northern Communities for:

- a) the Woodcreek Park Wastewater Treatment Plant System Upgrade; and
- b) the Ports Capital Renewal Project;

AND THAT the Board supports the Woodcreek Park Wastewater Treatment Plant System Upgrade project and commits to its share (\$75,000) of the project, as well as cost overruns;

AND FURTHER THAT the Board supports the Ports Capital Renewal Project and commits to its share (\$20,000) of the project as well as cost overruns.

Recommendation No. 4 *Water Services – Pipes, Valves & Fittings Contract Term Extension*

THAT the report titled Water Services – Pipes, Valves & Fittings Contract Term Extension be received;

AND THAT the SCRD exercises the right to extend the existing contract with ICONIX Waterworks Limited Partnership for Water Services – Pipes, Valves & Fittings for an additional final one (1) year period in the amount up to \$204,581 (plus GST).

350/20 cont.

Recommendation No. 5 *Contract Award for Recycling Depot Site Operations in Pender Harbour for Residential Packaging and Paper Products (PPP)*

THAT the report titled Contract Award for Recycling Depot Site Operations in Pender Harbour for Residential Packaging and Paper Products (PPP) be received;

AND THAT a contract for operating a Recycling Depot for Residential PPP in Pender Harbour be awarded to GRIPS for a 3-year term expiring November 30, 2023 in the amount up to \$481,853 (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 *Islands Clean Up Program 2020 Update*

THAT the report titled Islands Clean Up Program 2020 Update be received;

AND THAT the SCRD provide annual islands clean up service for Nelson Island.

Recommendation No. 7 *Islands Clean Up Program Review*

THAT staff engage in a community consultation process to review the service scope, the number of islands serviced and the scope of materials accepted in the Islands Clean Up program.

Recommendation No. 8 *Mintie Road Garbage Bin – Update*

THAT the report titled Mintie Road Garbage Bin – Update be received;

AND THAT the SCRD remove the roadside bin located on Mintie Road and return it to the Halfmoon Bay Community Association.

Recommendation No. 9 *Summary of SCRD Solid Waste Related Resolutions to the AVICC, UBCM and FCM*

THAT the report titled Summary of SCRD Solid Waste Related Resolutions to the AVICC, UBCM and FCM be received.

Recommendation No. 10 *Transit Schedule Options Winter and Spring 2021*

THAT the report titled Transit Schedule Options Winter and Spring 2021 be received;

AND THAT staff work with BC Transit to continue the current conventional transit schedule based on approximately 80% of the originally budgeted amount of service hours until mid-May 2021.

350/20 cont.

Recommendation No. 11 *Infrastructure Services Department – 2020 Q3 Report*

THAT the report titled Infrastructure Services Department – 2020 Q3 Report be received.

Recommendation No. 12 *Solid Waste Plan Monitoring Advisory Committee – September 15, 2020*

THAT Solid Waste Plan Monitoring Advisory Committee minutes of September 15, 2020 be received.

Recommendation No. 13 *Water Supply Advisory Committee – October 5, 2020*

THAT Water Supply Advisory Committee minutes of October 5, 2020 be received;

AND THAT Recommendation No. 1 contained therein be adopted and acted upon as amended, as follows:

THAT at the next WASAC meeting staff provide an update on the current efforts to increase the SCRD's public participation resources for engagement on water supply and conservation;

AND THAT at the next WASAC meeting staff present a draft high-level public participation plan on water supply and conservation for 2021 for discussion and outline the potential role of WASAC in its implementation;

AND FURTHER THAT staff bring forward the 2021 Public Participation Plan on Water Supply and Conservation to a Committee meeting in late Q4 2020 or early Q1 2021;

AND FURTHER THAT the following recommendation contained therein be adopted and acted upon as follows:

Recommendation No. 2 *Aquifers and Groundwater Sources*

THAT staff invite Consultants to provide a technical presentation in summary form to WASAC on the background and update on aquifers and groundwater sources on the Sunshine Coast.

Recommendation No. 14 *Correspondence Expansion of BC Recycling Regulation – Mattresses, Bulky Furniture and Carpets*

THAT the correspondence from the Ministry of Environment and Climate Change Strategy dated October 1, 2020 regarding the expansion of the BC Recycling Regulation to include mattresses, bulky furniture and carpets be received.

350/20 cont. **Recommendation No. 15** *Alternate to Association of Vancouver Island Coastal Communities Special Solid Waste Committee*

THAT Director McMahon be appointed as the SCRD's alternate representative to the Association of Vancouver Island Coastal Communities Special Solid Waste Committee.

CARRIED

Corporate **It was moved and seconded**

351/20 THAT Corporate and Administrative Services Committee recommendation Nos. 2, 5 and 9 of October 22, 2020 be received, adopted and acted upon as follows:

Recommendation No. 2 *Request for Proposal 2035008 Contract Award for Future Waste Disposal Options Analysis Study*

THAT the report titled Request for Proposal (RFP) 2035008 Contract Award for Future Waste Disposal Options Analysis Study be received;

AND THAT a contract for Future Waste Disposal Options Analysis Study be awarded to Tetra Tech Canada Inc. in the amount up to \$101,577 (plus GST);

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

Recommendation No. 5 *Process for Establishing a Community or Police Based Victim Service*

THAT the report titled Process for Establishing a Community or Police Based Victim Service be received;

AND THAT staff report to November 2020 Special Corporate and Administrative Services Committee Pre-Budget meeting with a proposed initiative for a feasibility study regarding the establishment of a new Community Social Service function.

Recommendation No. 9 *Sunshine Coast Trails Society – Request for Letter of Support*

THAT the Communication from Julie Davidson, Chair, Sunshine Coast Trails Society (SCTS) regarding letter of support request for Community Economic Recovery Infrastructure Program (CERIP) grant application be received;

AND THAT Sunshine Coast Regional District (SCRD) provide a Letter of Support to the SCTS for the Society's application to the Destination Development stream of the BC CERIP for two projects: development of a trailhead site with washrooms on Largo Road in Roberts Creek and a regional trail signage inventory and upgrade;

351/20 cont. AND FURTHER THAT SCR D provide in-kind support to these projects through knowledge sharing and mapping assistance.

CARRIED

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

352/20 THAT the report titled Placement of Notice on Title be received;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 18, Block 3, District Lot 1330, Plan 11394, NWD, GRP 1, PID 009-073-761, Folio 746 03014.095.

CARRIED

CAO Report **It was moved and seconded**

353/20 THAT the October 22, 2020 Chief Administrative Officer's Report be received for information.

CARRIED

BYLAWS

Bylaw 687.3 **It was moved and seconded**

354/20 THAT *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020* be read a first time.

CARRIED

Bylaw 687.3 **It was moved and seconded**

355/20 THAT *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020* be read a second time.

CARRIED

Bylaw 687.3 **It was moved and seconded**

356/20 THAT *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020* be read a third time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

VICC-CLP Resilience
Summit

It was moved and seconded

357/20

THAT Alternate Directors Berry and Lewis be authorized to attend the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee's Community Resilience Summit on November 6, 2020 in an online (virtual) format;

AND THAT Alternate Directors Berry and Lewis be paid a stipend for attendance at the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee's Community Resilience Summit.

CARRIED

Letter of Support

It was moved and seconded

358/20

THAT the correspondence from the Roberts Creek Community Association dated October 21, 2020 be received;

AND THAT the Board send a letter to the Roberts Creek Community Association in support of their application for a Province of British Columbia Economic Recovery Infrastructure Program grant.

CARRIED

The Board moved In Camera at 2:38 p.m.

IN CAMERA

It was moved and seconded

359/20

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (k) and 90 (2) (b) of the *Community Charter* – “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 government or both, or between a provincial government or the federal government or both and a third party”.

CARRIED

The Board moved out of In Camera at 2:45 p.m.

Eastbourne Water
System Well

It was moved and seconded

360/20

THAT the budget for the Feasibility Study Upgrades Eastbourne Water System project be increased by \$10,000 to \$50,000 to be funded from [370] Regional Water Operating Reserves;

360/20 cont. AND THAT the 2020-2024 Financial Plan will be amended accordingly.

CARRIED

ADJOURNMENT It was moved and seconded

361/20 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:45 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

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

October 22, 2020

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

PRESENT*:	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area D	A. Tize
		Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		Town of Gibsons	D. Croal
		District of Sechelt	A. Toth
		Sechelt Indian Government District	W. Paull
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Corporate Officer		S. Reid
	G.M., Infrastructure Services		R. Rosenboom (Part)
	G.M., Planning and Community Development		I. Hall (Part)
	Sr. Mgr., Human Resources		G. Parker (Part)
	Administrative Assistant / Recorder		T. Crosby
	Media		2
	Public		4

**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 9:30 a.m.

AGENDA The agenda was adopted as amended, as follows:

- Move Item #7 to Item #2

REPORTS

Recommendation No. 1 Corporate Financial Variance – 3rd Quarter

The Corporate and Administrative Services Committee recommended that the report titled Sunshine Coast Regional District Q3 Corporate Financial Variance be received for information.

Recommendation No. 2 *Request for Proposal 2035008 Contract Award for Future Waste Disposal Options Analysis Study*

The Corporate and Administrative Services Committee recommended that the report titled Request for Proposal (RFP) 2035008 Contract Award for Future Waste Disposal Options Analysis Study be received;

AND THAT a contract for Future Waste Disposal Options Analysis Study be awarded to Tetra Tech Canada Inc. in the amount up to \$101,577 (plus GST);

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT this recommendation be forwarded to the October 22, 2020 Regular Board meeting.

Director Toth left the meeting at 10:10 a.m.

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

The Corporate and Administrative Services Committee recommended that the report titled Federal Gas Tax – Community Works Fund Framework be received;

AND THAT the recommended changes as follows be incorporated into the draft Federal Gas Tax – Community Works Fund Policy and presented at a future Committee in preparation of final Policy approval:

- Purpose change to “a process for efficient expenditures of funds”;
- 7.1.3c – change to non-project to non-profit;
- 6.2.5 – change “eligible outside agencies” to “eligible partners”.

Director Toth returned to the meeting at 10:45 a.m.

Recommendation No. 4 *Gas Tax Community Works Fund Update*

The Corporate and Administrative Services Committee recommended that the report titled Gas Tax Community Works Fund Update be received for information.

Recommendation No. 5 *Process for Establishing a Community or Police Based Victim Service*

The Corporate and Administrative Services Committee recommended that the report titled Process for Establishing a Community or Police Based Victim Service be received;

AND THAT staff report to November 2020 Special Corporate and Administrative Services Committee Pre-Budget meeting with a proposed initiative for a feasibility study regarding the establishment of a new Community Social Service function;

AND FURTHER THAT this recommendation be forwarded to the October 22, 2020 Regular Board meeting.

The Committee recessed at 11:05 a.m. and reconvened at 11:13 a.m.

Recommendation No. 6 *2020 Rural Areas' Grant-in-Aid Debrief*

The Corporate and Administrative Services Committee recommended that the report titled 2020 Rural Areas' Grant-in-Aid Debrief be received;

AND THAT a Special Corporate and Administrative Services Committee meeting be scheduled prior to the end of 2020 to review the Rural Areas' Grant-in-Aid Policy and Process.

Recommendation No. 7 *Director Constituency and Travel Expenses*

The Corporate and Administrative Services Committee recommended that the report titled Director Constituency and Travel Expenses for Period Ending September 30, 2020 be received for information.

Recommendation No. 8 *Contracts Between \$50,000 and \$100,000*

The Corporate and Administrative Services Committee recommended that the report titled Contracts Between \$50,000 and \$100,000 from July 1 to September 30, 2020 be received for information.

COMMUNICATION

Julie Davidson, Chair, Sunshine Coast Trails Society responded to queries pertaining to the Communication.

Recommendation No. 9 *Sunshine Coast Trails Society – Request for Letter of Support*

The Corporate and Administrative Services Committee recommended that the Communication from Julie Davidson, Chair, Sunshine Coast Trails Society (SCTS) regarding letter of support request for Community Economic Recovery Infrastructure Program (CERIP) grant application be received;

AND THAT Sunshine Coast Regional District (SCRD) provide a Letter of Support to the SCTS for the Society's application to the Destination Development stream of the BC CERIP for two projects: development of a trailhead site with washrooms on Largo Road in Roberts Creek and a regional trail signage inventory and upgrade;

AND THAT SCR D provide in-kind support to these projects through knowledge sharing and mapping assistance;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of October 22, 2020.

MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**Recommendation No. 10** *Notice of Motion – Business Licensing in Rural Areas*

The Corporate and Administrative Services Committee recommended that the Notice of Motion regarding Business Licensing in Rural Areas be received, adopted and acted upon as follows:

WHEREAS the Sunshine Coast Regional District (SCRD) has a large number of businesses and home-based businesses in the rural areas, and a large number

of short-term rentals and potential new policy regarding small-scale cannabis production;

AND WHEREAS a business licensing program would create greater transparency and business development statistics, bylaw compliance, as well as revenue to help provide increased use of infrastructure and utilities;

THEREFORE BE IT RESOLVED that staff prepare a report for a Committee, prior to the end of 2020, about the implications of introducing business licensing in SCRD rural areas.

IN CAMERA

The Committee moved In-Camera at 11:54 a.m.

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

The Committee moved out of In Camera at 12:17 p.m.

ADJOURNMENT 12:17 p.m.

Committee Chair

From: Jamee Justason <jjustason@ubcm.ca>

Sent: Monday, October 19, 2020 3:00 PM

To: Dean McKinley <Dean.McKinley@scrd.ca>; Sherry Reid <Sherry.Reid@scrd.ca>

Subject: Resolution EB16 - Medical Cannabis Safety Concerns

External Message

I'm following up with more information about your resolution EB16 that was pulled from the Endorse Block.

Williams Lake passed a motion at Council to request that UBCM pull resolution EB16 – Medical Cannabis Safety Concerns from the Endorse Block. They did so in order to propose an amendment to include First Nations. The reasoning Williams Lake provided is as follows: *"Council has concerns that this resolution needs to be expanded, and that relevant health and safety requirements should apply across all jurisdictions (municipalities, regional districts and First Nations)."*

Original Wording:

Whereas the federal *Cannabis Act* controls the production, distribution, sale and possession of cannabis in Canada, including the application and licensing of personal and commercial medical cannabis production, which should be compliant with local bylaws according to criteria set out for applicants in the process administered by Health Canada as the agency responsible for approval of cannabis production facilities;

And whereas local governments have responsibility for the enforcement of local bylaws and ensuring life-safety compliance with fire and building code regulations, but Health Canada has no process in place to share licensing information with local authorities about the location of medical cannabis production facilities in BC communities:

Therefore be it resolved that UBCM advocate for an expanded legislative framework that provides options for local authorities to oversee building and fire safety requirements for cannabis production facilities from the outset of the license application process and prior to the commencement of construction of cannabis production facilities in local communities;

And be it further resolved that UBCM advocate for federal and provincial collaboration with local governments to develop information sharing agreements, so local governments are informed of the locations and licensing particulars of personal and commercial medical cannabis production in their communities and can thereby ensure enforcement of local bylaws to mitigate safety risks within BC communities.

Proposed Amendment:

Whereas the federal *Cannabis Act* controls the production, distribution, sale and possession of cannabis in Canada, including the application and licensing of personal and commercial medical cannabis production, which should be compliant with local bylaws according to criteria set out

for applicants in the process administered by Health Canada as the agency responsible for approval of cannabis production facilities;

And whereas local governments **and First Nations (both self-governing and non-selfgoverning)** have responsibility for the enforcement of local bylaws and ensuring life-safety compliance with fire and building code regulations, but Health Canada has no process in place to share licensing information with local authorities about the location of medical cannabis production facilities in BC communities:

Therefore be it resolved that UBCM advocate for an expanded legislative framework that provides options for local authorities to oversee building and fire safety requirements for cannabis production facilities from the outset of the license application process and prior to the commencement of construction of cannabis production facilities in local **and First Nations** communities;

And be it further resolved that UBCM advocate for federal and provincial collaboration with local governments to develop information sharing agreements, so local governments are informed of the locations and licensing particulars of personal and commercial medical cannabis production in their communities and can thereby ensure enforcement of local bylaws to mitigate safety risks within BC communities.

As I mentioned in my earlier correspondence, EB16 will be referred to the UBCM Executive in November. I invite your community to share any comments regarding the proposed amendment. I will share your comments with the Executive as they consider EB16. Please send your comments to me **by November 18**.

Thank you,

Jamee

Jamee Justason

Resolutions and Policy Analyst

Pronouns: she/her

Union of BC Municipalities

60 – 10551 Shellbridge Way

Richmond, BC V6X 2W9

Phone: 604-270-8226 Ext. 100



TOWN OF GIBSONS

PO Box 340
474 South Fletcher Road
Gibsons BC | VON 1V0

MASTER FILE COPY

RECEIVED

OCT 30 2020

S.C.R.D

T 604-886-2274

F 604-886-9735

info@gibsons.ca

www.gibsons.ca

OFFICE OF THE MAYOR | WILLIAM BEAMISH

October 27, 2020

0530-60

Lori Pratt
Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Dear Chair Pratt,

RE: Gibsons Pool – Multi-Purpose Room

At the October 20, 2020 Regular Council Meeting, the Town of Gibsons Council adopted the following resolution:

R2020-470 Muriel Haynes Trust Fund Report

MOVED by Councillor Ladwig
SECONDED by Councillor De Andrade

THAT a request be sent to the Sunshine Coast Regional District to obtain 3 cost estimates for the construction of a multi-purpose room at the Gibsons Pool.

CARRIED

Town of Gibsons Council would like to make a request for 3 cost estimates for the construction of a multi-purpose room at the Gibsons pool to determine if the monies available in the Muriel Haynes Trust Fund is sufficient to cover costs.

Sincerely,

Bill Beamish
Mayor



TOWN OF GIBSONS

PO Box 340
474 South Fletcher Road
Gibsons BC | V0N 1V0



T 604-886-2274
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OFFICE OF THE MAYOR | WILLIAM BEAMISH

November 4, 2020

0530-60

Lori Pratt
Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Dear Chair Pratt,

RE: Letter of Support for the Climate Action Report Card Project

At the November 3, 2020 Regular Council Meeting, the Town of Gibsons Council adopted the following resolution:

R2020-493 Climate Action Report Card Project

MOVED by Councillor Croal
SECONDED by Councillor De Andrade

THAT the Town of Gibsons Council support My Sea to Sky's Climate Action Report Card Project.

CARRIED

By way of resolution, My Sea to Sky's Climate Action Report Card Project is supported by Town of Gibsons Council.

Sincerely,


Bill Beamish
Mayor

TOWN OF GIBSONS

"Nature is our most valuable asset"



Reference: 259145

October 22, 2020

VIA EMAIL: info@scrd.ca

Lori Pratt, Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, British Columbia
V0N 3A1

Dear Lori Pratt and SCR D Representatives:

Thank you to your delegation for meeting with Minister Donaldson and other ministry representatives during this year's virtual Union of British Columbia Municipalities (UBCM) Annual Convention process.

Due to the evolving COVID-19 situation, we have had to develop new approaches and adaptations to many aspects of our everyday life. I thank your delegation for its flexibility with provincial appointments this year and I am pleased that our governments still had the chance to connect.

As Deputy Minister, I am pleased to acknowledge the topics raised during your conference call, which included: permits, land-use planning and Lot 1313. I also want to let you know that your October 9, 2020 letter to Minister Donaldson has been received.

The issue concerning applications for permits to increase wells for water shortages has been referred to Craig Sutherland, Assistant Deputy Minister, Coast Area to follow up with the Sunshine Coast Regional District (SCR D) to assist with the permit application process. This assistance is in support of the regional district's goal to address its anticipated water supply crisis by 2025.

A cross-ministry approach is required to move forward on the land-use planning and in the logging that is causing significant change in the amount of water being accumulated. Ray Luchkow, Executive Director, BC Timber Sales will work directly with the SCR D on this issue and ministry staff will be happy to elaborate on the Stewardship Baseline Objective Tool as you have requested.

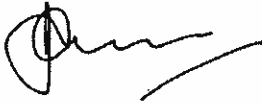
Page 1 of 2

Allan Johnsrude, Regional Executive Director, South Coast Natural Resource Region will follow up with SCRD staff regarding Lot 1313 and your concern with boundary changes and lack of consultation. The two additional suggestions made in your October 9, 2020 letter have been noted and will be given consideration.

Now that we are in the election period, issues regarding future funding programs and other policy decisions must be deferred until after the election is complete and the incoming government is in place. All topics brought up in your meeting will be shared with the incoming minister.

Thank you, again, to your delegation for the meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Allan', with a stylized flourish extending from the end.

John Allan
Deputy Minister

pc: Office of the Minister of Forests, Lands, Natural Resource Operations
and Rural Development
Craig Sutherland, Assistant Deputy Minister, Coast Area
Allan Johnsrude, Regional Executive Director, South Coast Natural Resource Region
Ray Luchkow, Executive Director, BC Timber Sales



October 27, 2020

Ref. 50664

Lori Pratt
Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Dear Lori Pratt and Joining Members:

Thank you for your October 9, 2020 letter. I am writing to express my appreciation for meeting with Minister Scott Fraser during the Union of British Columbia Municipalities Convention (UBCM) on September 15, 2020. UBCM provides a valuable opportunity to connect on municipal priorities; we appreciate that the flexibility of technology and participants allowed these important meetings to occur.

Local governments play an important and unique role in the path to reconciliation with Indigenous peoples in British Columbia. Your communities are neighbors to Indigenous Nations, and your economies and social fabric are tightly knit. Initiatives which benefit one community should benefit another. Your expertise, as well as close collaboration between local governments and Indigenous Nations, can help us all create a positive pathway forward on our reconciliation journey.

The successful implementation of the Foundation Agreement remains a key priority for the Ministry of Indigenous Relations and Reconciliation, and success depends on input and collaboration with local government. I am pleased that ministry staff, shishálh Nation, and the Sunshine Coast Regional District have worked together to set up quarterly meetings, which we anticipate resuming once Cabinet is in place, to create consistent opportunities for input, dialogue, and collaboration on all Foundation Agreement initiatives.

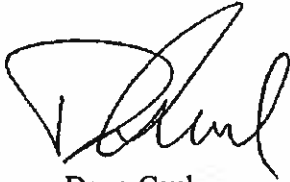
While the Province is not in a position to provide funds to the Regional District for the implementation of the Foundation Agreement, provincial staff will continue to be available to work with your staff to advance reconciliation along the Sunshine Coast.

.../2

Should you wish to discuss anything further please reach out to our regional offices and speak with Paul Carey, Negotiator at (236) 468-2301 or Paul.Carey@gov.bc.ca.

Again, thank you for your time at the convention.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Caul', written over a large, stylized, looped initial or mark.

Doug Caul
Deputy Minister

CC: Paul Carey, Negotiator
Ministry of Indigenous Relations and Reconciliation



October 28, 2020

Her Worship Darnelda Siegers
Mayor of the District of Sechelt
Box 129
Sechelt BC V0N 3A0

His Worship Bill Beamish
Mayor of the Town of Gibsons
Box 340
Gibsons BC V0N 1V0

Lori Pratt
Chair, Sunshine Coast Regional District
1975 Field Road
Sechelt BC V0N 3A1

Dear Mayors and Chair:

On behalf of the Ministry of Public Safety and Solicitor General, I would like to thank your delegation from the Sunshine Coast for meeting at this year's virtual Union of British Columbia Municipalities (UBCM) Annual Convention process. Due to the evolving COVID-19 pandemic, we have had to develop new approaches and adaptations to many aspects of our everyday life. I appreciate your delegation for its flexibility with provincial appointments this year and I am pleased that our governments still had the chance to meet.

As government is currently in a transition period due to the provincial general election, I am writing to follow up on your discussion with Minister Mike Farnworth regarding police resourcing at the integrated Sunshine Coast RCMP Detachment.

I appreciate your concerns with respect to the level of police resources at the Sunshine Coast RCMP Detachment, in particular increasing calls for service with respect to mental health and workload pressures in the downtown area. In integrated municipal/ provincial RCMP detachments it is integral that police resources are commensurate to the workload demands of their respective areas.

.../2

As you know the provincial government is responsible for policing unincorporated areas and municipalities under 5,000 population. The Province is aware of the pressures facing front-line provincial police resources and in 2019 provided new additional funds to the BC RCMP to augment provincial resources at highest risk, greatest need provincial detachment units across the province. I am aware that the Sunshine Coast Provincial Unit was not identified by the RCMP as part of this process; however, let me assure you that the ministry continues to work with the RCMP, and internally to government, to address front-line, uniformed provincial police resourcing.

With respect to increasing authorized strength at provincial detachment units, the RCMP maintains internal processes through which local detachments may report pressures to BC RCMP Headquarters to identify and address. Local requests for increases are prioritized and considered in the context of the larger needs of the Provincial Service. I am advised that a business case for the Sunshine Coast Provincial Unit was not included in the RCMP's 2021/22 to 2025/26 time frame, however, I am confident that the RCMP will carefully consider any business case for additional resources as it moves forward through its processes. The RCMP also has the ability to recommend the re-allocation of existing provincial positions or funding new positions within its existing budget delegation. I can assure you that any recommendation brought forward by the RCMP to Government with respect to proposing changes to the organizational structure of the Provincial Police Service will be carefully considered by the provincial government.

For any resourcing pressures or increasing workload demands within the District of Sechelt municipal boundaries, the District has the ability to set local policing priorities, and directly control the level of police strength of the Sechelt Municipal Police Unit per the terms of its Municipal Police Unit Agreement. I encourage you to work with your Detachment Commander to ensure that police resources are accountable to the workload draws of the District of Sechelt to ensure policing is in alignment to municipal needs.

I value these important opportunities to exchange ideas and share information. Through continued collaboration, I am confident that we can work together to ensure the safety and security of the Sunshine Coast. All topics brought up in your meeting will be shared with the incoming Minister.

Thank you, again, to your delegation for the meeting.

Sincerely,



Mark Sieben
Deputy Solicitor General

pc: Brenda Butterworth-Carr, Assistant Deputy Minister

Tracey Hincks



From: Tracey Hincks
Sent: Thursday, October 29, 2020 11:15 AM
To: Tracey Hincks
Subject: FW: 2020 UBCM Convention Meeting with Ministry of Environment and Climate Change Strategy

From: Deputy Minister ENV:EX [<mailto:DM.ENV@gov.bc.ca>]
Sent: October 28, 2020 1:46 PM
To: Lori Pratt <Lori.Pratt@scrd.ca>
Cc: Nash, Laurel ENV:EX <Laurel.Nash@gov.bc.ca>
Subject: 2020 UBCM Convention Meeting with Ministry of Environment and Climate Change Strategy

External Message

Reference: 361768

October 28, 2020

Lori Pratt, Chair
and Directors
Sunshine Coast Regional District
Email: lori.pratt@scrd.ca

Dear Chair Pratt and Directors:

I am writing to follow up on the meeting between the Sunshine Coast Regional District and the Ministry of Environment and Climate Change Strategy at the 2020 Union of British Columbia Municipalities (UBCM) Convention. Although the COVID-19 pandemic prevented us from meeting in person, the Minister and I were pleased to have the opportunity to discuss issues of mutual importance. As a provincial election has been called, I am pleased to have the opportunity to respond.

Whether online or in person, the annual UBCM Convention offers an important opportunity for local governments to have conversations and outline priorities with the provincial government. These meetings help to inform ministries on issues that matter most to British Columbians. We hope that you continue to engage with the ministry on issues that matter to you and your community so that we can continue to move forward with our goal of building a strong, sustainable, innovative economy, a cleaner environment, and healthy communities that work for everyone.

We appreciated the opportunity to meet with you to discuss important issues and topics of shared interest. The ministry welcomes your input regarding potential products for inclusion in the Recycling Regulation and policy initiatives to minimize waste. We look forward to receiving your feedback on our Recycling Regulation Policy Intentions Paper.

Thank you again for taking the time to meet. We look forward to continuing to work closely with you in the future.

With best regards,

Kevin Jardine
Deputy Minister

cc: Laurel Nash, Assistant Deputy Minister, Environmental Protection Division, Ministry of Environment and Climate Change Strategy

This message originated outside the SCRD. Please be cautious before opening attachments or following links.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 687.3

A bylaw to amend *Sunshine Coast Regional District Building Bylaw No. 687, 2014*

The Board of Directors of the Sunshine Coast Regional District in open meeting assembled, enacts the following:

1. This bylaw may be cited as *Sunshine Coast Regional District Building Amendment Bylaw No. 687.3, 2020*.
2. *Sunshine Coast Regional District Building Bylaw No. 687, 2015* is hereby amended as follows:

- a) Add a new definition to section 1.2 as follows:

Energy Step Code means the system of energy performance requirements set out in Division B, Parts 9 and 10 of the Building Code.

- b) Insert a new section 17 and renumber the remaining sections accordingly:

Part 17 – ENERGY STEP CODE

- 17.1 In relation to the conservation of energy and the reduction of greenhouses gas emissions, the Regional District incorporates by reference the British Columbia Energy Step Code in accordance with sections 17.2 and 17.3.
 - 17.2 A building regulated by Part 3 of the Building Code and containing residential, business and personal services or mercantile occupancies, as defined in the Building Code, shall be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.
 - 17.3 A building regulated by Part 9 of the Building Code and containing residential occupancies, as defined in the Building Code, shall be designed and constructed to meet the minimum performance requirements specified in Step 1 of the Energy Step Code.
3. This bylaw comes into force and effect on January 1, 2021.

READ A FIRST TIME this 22nd day of October, 2020

READ A SECOND TIME this 22nd day of October, 2020

READ A THIRD TIME this 22nd day of October, 2020

ADOPTED this 12th day of November, 2020

CORPORATE OFFICER

CHAIR