



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