



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, JULY 27, 2023

AMENDED AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of July 13, 2023

Annex A
Pages 4 - 9

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Committee of the Whole recommendation Nos. 1–6 of July 13, 2023 Annex B
pp 10 - 12
4. Electoral Area Services Committee recommendation Nos. 1-13 of July 20, 2023 Annex C
pp 13 - 16
5. Finance Committee recommendation Nos. 1-4 of July 20, 2023 Annex D
pp 17 - 18
- 5a. →ADD Committee of the Whole recommendation Nos. 1-3 of July 27, 2023 p 18a
6. Sunshine Coast Regional Accessibility Advisory Committee Terms of Reference – Corporate Officer Annex E
pp 19 - 27
(Voting – All Directors – 1 vote each)
7. Connected Coast Network and Last Mile Infrastructure – Housekeeping Item - Letter of Support – Chief Administrative Officer Annex F
p 28
(Voting – All Directors – 1 vote each)
8. Water Supply Plan Feasibility Study Long-Term Ground Water Supply Sources (Groundwater Investigation Phase 5) RFP 2337004 - Contract Award For Five (5) Wells – Capital Projects Engineer Annex G
pp 29 - 30
(Voting – All Directors – weighted vote – A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

- 9. Unified Alternative Approval Process Results – Community Recreation Facilities Roof Renewal Loan Authorization Bylaw No. 741, 2023 And Halfmoon Bay Fire Rescue Apparatus Loan Authorization Bylaw No. 742, 2023 – Corporate Officer
(Voting – Participants – weighted vote – B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1) Annex H
pp 31 - 34
- 10. Placement of Notice on Title – Chief Building Official
(Voting – All Directors – 1 vote each) Annex I
pp 35 - 37
- 11. Office of the CAO Monthly Report Verbal

COMMUNICATIONS

MOTIONS

- 11a. **⇒ADD** THAT the resignation of Dave Haboosheh from the West Howe Sound Advisory Planning Commission (Area F) be received.
(Voting – All Directors – 1 vote each)

BYLAWS

- 12. *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.43, 2023* **⇒ADD - receipt of report** **⇒ADD**
pp 37a - i
- first, second, third reading and adoption
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6 – motion for adoption requires at least 2/3 of the votes cast)
- 13. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 337.123, 2023* Annex J
pp 38 - 40
- first reading
(Voting – Electoral Area Directors – 1 vote each)
- 14. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9, 2023* Annex K
pp 41 - 42
- first reading
(Voting – Electoral Area Directors – 1 vote each)
- 15. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.2, 2023* Annex L
p 43
- first, second and third reading
(Voting – Electoral Area Directors – 1 vote each)
- 16. *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.6, 2023* Annex M
pp 44 - 45
- first and second reading
(Voting – Electoral Area Directors – 1 vote each)

- 17. *Sunshine Coast Regional District Financial Plan Amendment*
Bylaw No. 740.1, 2023 - receipt of report
- first, second, third reading and adoption
(Voting – All Directors – weighted vote – A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1 – motion for adoption requires at least 2/3 of the votes cast)

Annex N
pp 46 - 92
- 18. *Community Recreation Facilities Roof Renewal Project Loan*
Authorization Bylaw No. 741, 2023
- adoption
(Voting – All Directors – weighted vote – A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

Annex O
pp 93 - 94
- 19. *Halfmoon Bay Fire Protection Service Rescue 1 Fire Apparatus*
Replacement Project Loan Authorization Bylaw No. 742, 2023
- adoption
(Voting – All Directors – weighted vote – A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

Annex P
pp 95 - 96

DIRECTORS' REPORTS

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (f), (g), (i), (j), (k) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations...”, “law enforcement ...”, “litigation or potential litigation...”; “the receipt of advice that is subject to solicitor-client privilege...”, “information that is prohibited ... under section 21 of FOIPPA...”, “negotiations and related discussions respecting the proposed provision of a municipal service...” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...”.

ADJOURNMENT

Recommendation No. 1 *Development Approvals Process Review Final Report*

The Committee of the Whole recommended that the report titled Development Approval Process Review (DAPR) Final Report be received for information;

AND THAT the DAPR Final Report be accepted and endorsed to guide enhancement of the Sunshine Coast Regional District's (SCRD) development approval processes;

AND THAT implementation of DAPR Final Report recommendations be considered as part of the 2024 budget process;

AND THAT, if the grantor allows, the delegated authorities be authorized to amend the contract with KPMG LLP to increase the value from \$185,170 to up to \$210,170, funded from currently approved grant funding, to complete further work related to process review activities permitted by the DAPR program;

AND THAT the delegated authorities be authorized to approve amended grant terms and conditions as may be required by the grantor (Union of British Columbia Municipalities);

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of July 27, 2023.

Recommendation No. 2 *Sunshine Coast Arena Ice Operations – Water Source*

The Committee of the Whole recommended that the report titled Sunshine Coast Arena Ice Operations – Water Source be received for information;

AND THAT the installation and operations of ice (mid-September through mid-March) at the Sunshine Coast Arena continue to utilize the Chapman water system;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of July 27, 2023.

Directors Gabias, McMahon, Paul and Stamford opposed.

Recommendation No. 3 *Sunshine Coast Arena Ice Operations – Water Source*

The Committee of the Whole recommended that a Budget Proposal for an evaluation of the well adjacent to the Sunshine Coast Arena be submitted as part of the 2024-2028 Financial Planning process;

AND THAT this recommendation be forwarded to the Regular Board meeting of July 27, 2023.

Director Gabias opposed.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – July 27, 2023

AUTHOR: Mark Brown, Acting General Manager, Infrastructure Services
Sherry Reid, Corporate Officer

SUBJECT: **SUNSHINE COAST REGIONAL DISTRICT WATER RATES AND REGULATIONS
AMENDMENT BYLAW NO. 422.43, 2023**

RECOMMENDATION(S)

- 1) **THAT the report titled Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.43, 2023 be received for information;**
 - 2) **AND THAT Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.43, 2023 be considered for three readings and adoption.**
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BACKGROUND

Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994 (Bylaw 422) outlines water service charges and commercial operations that are charged the metered (volumetric) rate. During a 2021 review of the SCRD’s Drought Response Plan, staff identified inconsistencies in the application of Bylaw 422 for farm properties for both property owners and bylaw enforcement.

On May 11, 2023, the Board made the following recommendations 112/23 (in part):

Recommendation No. 5 Proposed Amendments to Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422, 1994

AND THAT staff review the following “Commercial Farms” definition giving consideration to the language proposed by the Farmers’ Institute with respect to defining food producing farms in the SCRD Water Rates and Regulation Bylaw No. 422:

“A property that grows food for commercial sale and:

- a) has earned farm classification status as per Section 23 of the Assessment Act; or
- b) does not have farm classification status but can demonstrate substantial commercial sale of food crops with receipts or other proof of food crop cultivation and harvest, such as satellite imagery.”

Recommendation No. 6 Proposed Amendments to Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422, 1994

THAT staff amend Water Rates and Regulations Bylaw No. 422 to incorporate the following:

- new provision to allow the Sunshine Coast Regional District (SCRD) to temporarily stop business activities that use high volumes of water in Stage 4 Water Conservation Regulations, at the discretion of the Engineer;
- Class 9 Commercial Farms must pay the metered rate starting Q1 2024;

DISCUSSION

A proposed amendment bylaw to incorporate the Board’s direction has been drafted and attached for consideration of three readings and adoption.

Communications Strategy

Should the Board adopt the amendment bylaw, a consolidated version of the bylaw will be posted to the SCRD website.

Staff will mail Class 9 properties with information about 2024 water rates by end of Q3 2023.

STRATEGIC PLAN AND RELATED POLICIES

Strategic Focus Area 2.1: Review and update Drought Response Plan to ensure alignment with water supply capacity.

CONCLUSION

Staff recommend that the attached proposed amendment bylaw No. 422.43 be given three readings and be adopted.

Reviewed by:			
Manager		Finance	
Acting GM		Legislative	
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422.43

A bylaw to amend Sunshine Coast Regional District
Revised Water Rates and Regulations Bylaw No. 422, 1995

The Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.43, 2023*.
2. *Sunshine Coast Regional District Revised Water Rates and Regulations Bylaw No. 422, 1995* is hereby amended as follows:

- a) Add new definitions in Section 1 for “Commercial farm”, “Emergency”, “Essential use”, and “Food crops” as follows:

“Commercial farm” means land that is classified as farm land for taxation purposes under the *British Columbia Assessment Act*.

“Emergency” means a present or imminent event or circumstance that

(a) is caused by accident, fire, explosion, technical failure or the forces of nature, and

(b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;

“Essential use” means uses for fire protection, health services, human health, and environmental flow needs purposes.

“Food crops” means plants grown on a commercial farm produced for consumption.

- b) Delete all instances of “he” in their entirety and replace with “they”.

- c) Add a new section 19.8 and a new section 19.9 as follows:

19.8 To preserve water for essential purposes, the Engineer may at their discretion temporarily prohibit the use of water for high volume commercial purposes. For certainty properties affected by the temporary prohibition will be allowed water use for essential purposes.

19.9 In making a decision under Section 19.8, the Engineer will consider the following factors:

a) The water system must be under Stage 4 water conservation regulations, and

b) an emergency has or likely will impact the ability for the Regional District to supply treated drinking water for essential uses, and

c) the volume of water used daily by the property.

- d) Delete Schedule “J” in its entirety and replace with the revised Schedule “J” attached hereto.

READ A FIRST TIME this 27th day of July, 2023

READ A SECOND TIME this 27th day of July, 2023

READ A THIRD TIME this 27th day of July, 2023

ADOPTED this 27th day of July, 2023

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

SCHEDULE “J”

Water Conservation Stages

1.0 STAGE 1 - Water Supply Conditions: “Normal”

1.1 During Stage 1 a person may:

- (a) use a sprinkler to water trees, shrubs, flowers or food producing plants and trees only during the following scheduled times:
 - i. on a property with an even numbered address on Tuesday, Thursday and Sunday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm; and
 - ii. on a property with an odd numbered address on Monday, Wednesday and Saturday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm;
- (b) use a sprinkler to water lawns only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday from 7:00 am to 8:00 am; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday from 7:00 a.m. to 8:00 a.m.;
- (c) at any time water lawns, trees, shrubs, flowers, and food producing plants and trees by hose equipped with a spray-trigger nozzle, hand-held container, or drip-irrigation;
- (d) at any time use water to wash a vehicle or boat, but must use a hand-held hose equipped with a spray-trigger nozzle or pressure washer, or hand-held container; or commercial car wash;
- (e) at any time use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, but must use a hose equipped with a spray-trigger nozzle, a pressure washer, or hand-held container; and
- (f) at any time use water to fill a swimming pool, spa, garden pond, or decorative fountain.

1.2 During Stage 1, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 1.1.
- (b) Commercial farms are exempt from Stage 1 water conservation regulations for food crops.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

Schedule “J” continued

2.0 **STAGE 2** - Water Supply Conditions: “Moderate”

2.1 During Stage 2, a person may:

- (a) use a sprinkler to water trees, shrubs and flowers only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday between the hours of 7:00 am and 9:00 am; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday between the hours of 7:00 am and 9:00 am;
- (b) use hand watering or drip-irrigation to water trees, shrubs and flowers only during the following scheduled times: between the hours of 7:00 am and 9:00 am; and 7:00 pm and 9:00 pm any day of the week;
- (c) use a sprinkler to water food producing plants and trees only during the following scheduled times:
 - i. on a property with an even numbered address on Thursday and Sunday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm; and
 - ii. on a property with an odd numbered address on Wednesday and Saturday from 7:00 am to 9:00 am and from 7:00 pm to 9:00 pm;
- (d) at any time water food producing plants and trees by hand-held hose equipped with a spray-trigger nozzle, hand-held container, or drip-irrigation;
- (e) not water lawns, including newly seeded or sodded lawns;
- (f) at any time use water to wash a vehicle or boat, but must use a hand-held hose equipped with a spray-trigger nozzle or pressure washer, or a hand-held container, or commercial car wash;
- (g) not use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required for health and safety reasons; and
- (h) at any time use water to fill a swimming pool, spa, garden pond, or decorative fountain.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

Schedule “J” continued

2.2 During Stage 2, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 2.1.
- (b) Commercial farms are exempt from Stage 2 water conservation regulations for food crops.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

Schedule “J” continued

3.0 **STAGE 3 - Water Supply Conditions: “Acute”**

3.1 During Stage 3, a person may:

- (a) use a hose equipped with a spray-trigger nozzle, a hand-held container, or drip-irrigation system to water:
 - i. trees, shrubs, and flowers only between the hours of 7:00 am and 8:00 am or 7:00 pm and 8:00 pm any day of the week;
 - ii. food producing plants and trees between the hours of 7:00 am and 8:00 am and 7:00 pm and 8:00 pm any day of the week;
- (b) not water lawns, including newly seeded or sodded lawns;
- (c) not use a sprinkler to water trees, shrubs, flowers or food producing plants and trees, at any time;
- (d) not use water to wash sidewalks, driveways, parking lots, exterior windows, decks, fences or exterior building surfaces, unless required for health and safety reasons;
- (e) not use water to wash a vehicle, boat or equipment except to wash salt water from a vehicle, boat or equipment or if part of a non-cosmetic commercial process legally required by a third party; and
- (f) not use water to fill a swimming pool, spa, garden pond, or decorative fountain.

3.2 During Stage 3, the following exceptions apply:

- (a) The Engineer may establish a separate schedule for sprinkling of public sports fields, public swimming pool maintenance and operation of public water parks to balance water demands. Public sector sprinkling of other landscaped areas and ornamental gardens follow the same schedule as set out in Section 3.1.
- (b) Commercial farms are exempt from Stage 3 water conservation regulations for food crops.
- (c) For certainty, essential water for livestock is exempt from Stage 3 restrictions.

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 422

Schedule “J” continued

- 4.0 **STAGE 4** - Water Supply Conditions: “Severe”
- 4.1 During Stage 4, all outdoor water use is banned (including greenhouses), unless required to comply with health and safety reasons. Main line water pressures will also be reduced where possible.
- 4.2 For certainty, essential water for livestock is exempt from Stage 4 restrictions.
- 4.3 Despite section 4.1 above, commercial farms are exempt from Stage 4 water conservation regulations for food crops, for a two-week period, commencing from the first date of Stage 4 regulations.