



## COMMITTEE OF THE WHOLE

**Thursday, September 8, 2022**

**Held Electronically**

**and Transmitted via the SCRD Boardroom,  
1975 Field Road, Sechelt, B.C.**

## AGENDA

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**CALL TO ORDER      9:30 a.m.**

### AGENDA

1. Adoption of Agenda

### PRESENTATIONS AND DELEGATIONS

### REPORTS

- |  |                      |
|--|----------------------|
| 2. Water Supply Update<br><i>General Manager, Infrastructure Services</i><br><b>Regional Water Service (Voting – A, B, D, E, F and Sechelt)</b>  | VERBAL               |
| 3. Church Road Well Field Project Construction – Update Four<br><i>Assistant Manager, Utility Services</i><br><b>Regional Water Service (Voting – A, B, D, E, F and Sechelt)</b>   | Annex A<br>Pages 1-2 |
| 4. Chapman Water Treatment Plant Residual Management<br>Feasibility Study Results<br><i>Manager, Utility Services</i><br><i>Environmental Technician, Utility Services</i><br><b>Regional Water Service (Voting – A, B, D, E, F and Sechelt)</b> | Report to<br>Follow  |
| 5. Emergency Repair Watermain Sechelt Airport - Construction<br>Contract Award<br><i>Assistant Manager, Utility Services</i><br><b>Regional Water Service (Voting – A, B, D, E, F and Sechelt)</b>   | Annex B<br>pp 3-5    |
| 6. Community Emergency Preparedness Fund Grant Application for<br>Fire Department Equipment and Training<br><i>Manager, Protective Services</i><br><b>(Voting – All Directors)</b>   | Annex C<br>pp 6-8    |

- |   |                              |
|---|------------------------------|
| <p>7. Frontage Waiver Application FRW000116 (11120 Sunshine Coast Highway)<br/> <i>Senior Planner</i><br/> <b>Rural Planning Service (Voting – A, B, D, E, F)</b></p> | <p>Annex D<br/> pp 9-12</p>  |
| <p>8. Speakers for Resolutions to the 2022 UBCM Convention<br/> <i>Executive Assistant</i><br/> <b>(Voting – A, B, D, E, F)</b></p>                                   | <p>Annex E<br/> pp 13-15</p> |
| <p>9. Community Services Department – 2022 Q2 Report<br/> <i>General Manager, Community Services</i><br/> <b>(Voting – All Directors)</b></p>                         | <p>Annex F<br/> pp 16-47</p> |
| <p>10. Infrastructure Services Department – 2022 Q2 Report<br/> <i>General Manager, Infrastructure Services</i><br/> <b>(Voting – All Directors)</b></p>              | <p>Annex G<br/> pp 48-66</p> |

## COMMUNICATIONS

- |   |                              |
|---|------------------------------|
| <p>11. <u>Ruth Simons, President, Howe Sound Biosphere Region Initiative Society, dated August 15, 2022</u><br/> Regarding Nchu'ú7mut / Unity Plan Discussion Paper</p> | <p>Annex H<br/> pp 67-82</p> |
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## NEW BUSINESS

## IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) of the *Community Charter* – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”.

## ADJOURNMENT

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Trevor Rutley, Assistant Manager, Utility Engineering

**SUBJECT:** CHURCH ROAD WELL FIELD PROJECT CONSTRUCTION – UPDATE FOUR

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### RECOMMENDATION

**THAT the report titled Church Road Well Field Project Construction – Update Four be received for information.**

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### BACKGROUND

On January 13, 2022, the Sunshine Coast Regional District (SCRD) formally awarded the Church Road Well Field Project construction contract to Maycon Construction Ltd. (Maycon) in the amount of up to \$7,585,265 excluding taxes. Consulting contracts for construction management and project administration services, as well as archaeological services, were also awarded at that time.

The purpose of this report is to provide the Board with a status update of the construction activities for this project. This is the fourth such status update following the previous report provided to the Committee of the Whole on July 14, 2022.

### DISCUSSION

#### *Status Update*

The contractor has completed the following activities since the last progress update:

- Mid to late July – completion of the pedestrian path between Gibsons Creek and Fisher Road.
- Late July – distribution main on Reed Road was tied-in and brought into service.
- Early August – Paving on Reed Road east of North Road was completed.

#### *Financial Implications*

This project is currently tracking to be completed within the approved budget.

#### *Timeline for next steps or estimated completion date*

The remaining work for this project is, subject to change, scheduled as follows:

- By September 15 all pipe and road work on Elphinstone Avenue will be complete, as will construction of the water treatment plant building, excluding electrical components.

- October – completion of the landscaping along Reed Road and at the water treatment plant site.
- Q4 2022 – installation of the backup generator at the water treatment plant.
- Q1 2023 – completion of the motor-control center installation at the water treatment plant and commissioning of the Church Road Well Field system.

### *Communications Strategy*

In early February 2022, a project update notice was mailed to approximately 470 properties in the immediate project area. On March 24, staff set up a public information booth on Elphinstone Avenue to provide residents an opportunity for in-person questions about the project. A second public information booth took place at Eric Cardinal Hall on July 13, 2022.

Weekly updates have been provided to the public through an email distribution list that residents have signed up for. The updates focus on key construction activities that have occurred in the past week and a lookahead to what's expected in the following week.

Communication with the broader public continues through the SCRD "Let's Talk Water" website and through SCRD social media accounts.

A fifth update report will be brought forward to the Committee of the Whole on November 24, 2022.

### **STRATEGIC PLAN AND RELATED POLICIES**

The Church Road Well Field development project supports the SCRD Board's 2019-2023 Strategic Plan to "plan for and ensure year-round water availability now and in the future".

### **CONCLUSION**

This report provides the Committee with a status update of the Church Road Well Field Construction Project. This includes construction activities completed to date as well as anticipated completion dates for remaining key milestones.

Reviewed by:			
Manager		Finance	
GM	X - R. Rosenboom	Legislative	
CAO	X - D. McKinley	Other	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Trevor Rutley, Assistant Manager, Utility Engineering

**SUBJECT:** EMERGENCY REPAIR WATERMAIN SECHELT AIRPORT – CONSTRUCTION CONTRACT AWARD

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### RECOMMENDATION(S)

**THAT the report titled Emergency Repair Watermain Sechelt Airport – Construction Contract Award be received for information;**

**AND THAT the budget for this project be increased to \$500,000 from \$250,000 with the additional funding from [370] Regional Water Services Capital Reserves;**

**AND THAT the 2022-2026 Financial Plan be amended to include this increase;**

**AND THAT a contract for the Emergency Repair Watermain Sechelt Airport project be awarded to Arya Engineering Inc. in the amount up to \$471,300;**

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

**AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of September 8, 2022.**

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### BACKGROUND

On November 15, 2021, the Sunshine Coast Regional District (SCRD) activated an Emergency Operations Centre (EOC) in response to localized flooding events experienced in the region. The flooding events caused extensive damage throughout the Sunshine Coast and a staff report was provided at the December 9, 2021 Board meeting outlining the response efforts and the known financial implications to date. A subsequent report was provided on January 13, 2022, which provided budget recommendations to complete a variety of flood recovery projects, one of which was the Emergency Repair Watermain Sechelt Airport.

The projects identified under the EOC may be subject to cost recovery through the BC Emergency Program Act and Compensation and Disaster Financial Assistance Regulation. Under this program, up to 80% of the restoration costs may be eligible for recovery from the Province.

At the January 13, 2022 Board meeting, the following resolution was passed:

010/22      **AND THAT the project Emergency Repair Watermain Sechelt Airport be funded from (in part) [370] Regional Water Capital Reserves with a budget of \$250,000;**

**AND THAT a contract for the Emergency Repair Watermain Sechelt Airport project be awarded to Arya Engineering Inc. in the amount up to \$240,000;**

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

Once this Board direction was received, staff engaged with Arya Engineering Inc. (Arya) to complete the feasibility assessment and detailed engineering design for the watermain repair.

The purpose of this report is to seek approval for an increased project budget and a contract in the amount of up to \$500,000 to be awarded to Arya to complete the slope remediation work.

## **DISCUSSION**

### *Analysis*

During the November 15, 2021 storm event, a watermain was exposed located on the Sechelt Airport property. With support from Arya Engineering Inc., it was concluded that the erosion was the result of an inadequately installed culvert. This culvert was supposed to divert water away from the airport property without impacting the slope containing the watermain. Instead its outlet was located above the slope allowing water to erode the slope. The storm event resulted in the water flow coming out of this culvert to significantly erode the slope and expose the watermain. Since the storm event, the culvert has been removed and a temporary diversion of the stormwater is in place.

Staff have continued to work with Arya to assess best options for remediation of the watermain, including replacement of the watermain at a new location and stabilization of the slope to maintain the existing location of the watermain. Staff have also been in discussion with Emergency Management BC (EMBC) regarding Disaster Financial Assistance for this project. A geotechnical engineering consultant for EMBC has reviewed this project and provided recommendations on the design for slope stabilization. Given the ongoing discussions on scope and costs of the project the contract as approved by the Board in January 2022 has never been executed.

Staff also had extensive discussions with staff from the District of Sechelt (DOS), who is the owner of the property and the party responsible for the stormwater management on the site. DOS staff recently confirmed they will contribute some materials for the slope stabilization project. The SCRd and DOS will continue discussing the possibility of cost sharing. These discussions can be advanced when more clarity is obtained on the potential for Disaster Financial Assistance funding to be received for this project.

Arya subsequently completed the preliminary engineering design and engaged with NB Construction Ltd. (NB) to provide construction services. In late August, 2022, Arya submitted a final scope and fee proposal to complete the slope remediation. The total value of the proposed work is \$471,300, which includes approximately \$45,000 of consulting fees, \$365,000 of construction fees, and a contingency of \$60,000 (15%).

### *Financial Implications*

In order to complete this work, an additional \$250,000 will be required from [370] Regional Water Services Capital Reserves. This will bring the total available budget to \$500,000, which will be sufficient to cover Arya's fees and allow for just short of \$30,000 for miscellaneous expenditures. The 2022-2026 Financial Plan will need to be revised to reflect the increase in the project budget.

As this project falls under the flood damage events identified under the EOC in late 2021, the construction costs may be recoverable up to 80% of the total costs.

*Timeline for next steps*

Arya Engineering Inc. was instructed to revisit the design to find possible cost savings by considering different design solutions for consideration by SCRD staff in early September. Pending the approval of the additional budget and the execution of the contract, it is anticipated that construction will take approximately four weeks and will be completed early Q4 2022.

**STRATEGIC PLAN AND RELATED POLICIES**

N/A

**CONCLUSION**

Flooding events in late 2021 caused a slope failure event which exposed a section of watermain near the Sechelt Airport. Arya Engineering Inc. has completed preliminary engineering designs of the slope remediation and watermain repair.

Staff recommend awarding a contract to Arya Engineering in the amount of up to \$500,000 to complete the slope remediation work. This will require an additional \$250,000 in the project budget to be funded by [370] Regional Water Services Capital Reserves.

This will require a revision to the 2022-2026 Financial Plan.

Reviewed by:			
Manager		Finance	X - B. Wing
GM	X - R. Rosenboom	Legislative	
CAO	X - D. McKinley	Purchasing	X - V. Cropp

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 08, 2022

**AUTHOR:** Matt Treit, Manager, Protective Services

**SUBJECT:** COMMUNITY EMERGENCY PREPAREDNESS FUND GRANT APPLICATION FOR FIRE DEPARTMENT EQUIPMENT AND TRAINING

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### RECOMMENDATION(S)

**THAT the report titled Community Emergency Preparedness Fund Grant Application for Fire Department Equipment and Training be received for information;**

**AND THAT a grant application of up to \$120,000 for Fire Department Equipment and Training be submitted to the Union of British Columbia Municipalities on behalf of the Sunshine Coast Regional District;**

**AND THAT the Sunshine Coast Regional District supports the current proposed activities identified in the application and is willing to provide overall grant management.**

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### BACKGROUND

The Community Emergency Preparedness Fund (CEPF) is a suite of funding streams intended to enhance the resiliency of local governments and First Nations communities in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of British Columbia Municipalities (UBCM).

Funding of up to a maximum amount of \$30,000 per fire department (\$120,000 overall) is currently available for fire department equipment and training.

### DISCUSSION

An application for this project is prepared to seek funding to enhance the Sunshine Coast Regional District (SCRD) fire departments. A resolution of Board support is required to accompany the grant application.

A resolution of support is needed as a next step.

### **Project: SCRD Fire Department Equipment Modernization and Enhancements**

The SCRD fire departments are constantly adjusting equipment and training to be better prepared to respond to structure and wildland urban interface fires. This application seeks to enhance the resiliency of the SCRD fire departments by purchasing new and updated response equipment.

The approach proposed here is a coordinated strategy involving all four SCRD fire departments.



Equipment requests may include:

- Sets of turnout gear – enhance firefighter health and safety, while reducing the impact to the fire department operating budget
- Thermal imaging cameras - assist firefighters find hot spots in both structure fires and wildland urban interface events.
- Battery powered tools – replace older and inefficient tools with rechargeable options.
- Portable water tanks – assist with water delivery in case of emergency.
- Particulate blocking hoods - designed to enhance and improve firefighter health and safety by protecting from cancer causing smoke and substances.

Training requests include:

- Playbook incident safety officer training

#### *Financial Implications*

This grant is expected to cover 100% of the eligible costs associated with the proposed project. Grant funds would be allocated to each fire protection service (maximum \$30,000 per fire department). A future financial plan amendment would be required to accept the grant, if approved.

This type of small equipment is not included in the 20-year capital plans for fire departments, so replacement funding is not budgeted for. A future decision on whether to replace (or not) the equipment at end of useful life (estimated at 15 to 20 years) would be needed. There are many factors such as future needs, future technology, grant availability, etc. that would play into such a decision.

#### *Timeline for next steps or estimated completion date*

The application deadline for the Equipment and Training grant is October 21, 2022. An application for the grant is prepared to be submitted, pending Board approval. The results of the Equipment and Training grant application are expected approximately 90 days from the submission of that grant application.

A certified Board Resolution is needed in support of the application that includes confirmation of support for the current proposed activities and a willingness to provide overall grant management.

#### **STRATEGIC PLAN AND RELATED POLICIES**

This grant application is consistent with the SCRD Financial Sustainability Plan: seeking alternative funding for SCRD projects.

**CONCLUSION**

An application to the CEPF is prepared, seeking funding for equipment and training to enhance the SCRD's fire services. The application for grant funding requires a Board resolution to support the application.

Reviewed by:			
Manager	X – R. Michael	Finance	X – B. Wing
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Purchasing & Risk	X - V. Cropp

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Yuli Siao, Senior Planner

**SUBJECT:** Frontage Waiver Application FRW00016 (11120 Sunshine Coast Highway)

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### RECOMMENDATIONS

**THAT the report titled Frontage Waiver Application FRW00016 (11120 Sunshine Coast Highway) be received;**

**AND THAT the required 10% perimeter road frontage for proposed Lot 2 be waived in order to facilitate a proposed 2-lot subdivision of LOT A (EXPLANATORY PLAN 8262) GROUP 1 NEW WESTMINSTER DISTRICT, EXCEPT PART IN PLAN LMP2093, DISTRICT LOT 6277.**

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### BACKGROUND

The SCRD has received a Frontage Waiver Application in relation to a 2-lot subdivision (Application SD000117) of a parcel located at 11120 Sunshine Coast Highway in the Egmont / Pender Harbour Electoral Area (Attachment A – Subdivision Plan).

Section 512 of the *Local Government Act* requires that all new parcels created by subdivision and fronting a highway provide a frontage on the highway equivalent to at least 10% of the parcel's perimeter unless a local government waives the requirement. Lot 2 of the proposed 2-lot subdivision does not meet the 10% perimeter road frontage requirement and, therefore, the applicant is requesting the SCRD Board to consider waiving the road frontage requirement in order to permit the proposed subdivision.

The purpose of this report is to provide information on the application and obtain direction from the Committee of the Whole on the staff recommendation.

*Table 1 - Application Summary*

Applicant:	Jim Green
Civic Address:	11120 Sunshine Coast Hwy
Legal Description:	LOT A (EXPLANATORY PLAN 8262) GROUP 1 NEW WESTMINSTER DISTRICT, EXCEPT PART IN PLAN LMP2093, DISTRICT LOT 6277
Electoral Area:	A – Egmont / Pender Harbour
Parent parcel Area:	4.76 ha
OCP Land Use:	Residential B
Land Use Zone:	Residential 2 (R2)
Subdivision District:	G1 (minimum lot size 1 ha)
Application Intent:	To waive the requirement for 10% frontage along Sunshine Coast Hwy for the proposed Lot 2

Figure 1 - Location of subject subdivision



## DISCUSSION

The intent of the subdivision is to create two parcels from the parent parcel. Each new parcel will need to have access to the Sunshine Coast Highway. The parent parcel is long and narrow. Lot 2 is proposed to have a panhandle driveway to provide access and frontage onto Sunshine Coast Highway. The frontage is less than 10% of the perimeter of the lot, therefore, a frontage waiver is required.

The panhandle lot layout is not uncommon on the Sunshine Coast, especially for subdivision of existing narrow lots, and it can help to avoid creating even narrower lots with less usable space for buildings and utilities. This is particularly relevant to this subdivision application.

The Ministry of Transportation and Infrastructure has no concerns with the lot layout and has issued preliminary layout review for the proposed subdivision.

The proposed subdivision conforms to zoning regulations and issuance of the frontage waiver will enable the subdivision to receive final approval.

## CONCLUSION

Based on the above, staff consider the proposed 2-lot subdivision appropriate and recommend approval of the frontage waiver.

**ATTACHMENTS**

Attachment A – Proposed Subdivision Plan

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	

**SUBDIVISION PLAN OF LOT 'A' (EXPLANATORY  
PLAN 8262) Gp 1 NWD, EXCEPT PART IN PLAN  
LMP2093, DISTRICT LOT 6277**

BCGS 92G.051



THE INTENDED PLOT SIZE OF THIS PLAN IS 864mm IN WIDTH BY 560mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:1000



THE UTM COORDINATES AND ESTIMATED ABSOLUTE ACCURACY ACHIEVED ARE DERIVED FROM REAL-TIME NETWORK GNSS OBSERVATIONS TO SMARTNET REFERENCE STATION BCSE (RTCM\_REF\_4021).

DATUM: NAD83 (GCRS) 4.0.0 BC.1, UTM ZONE 10.			
STATION	NORTHING	EASTING	ABSOLUTE ACCURACY
???????	???????.???	???????.???	0.??
???????	???????.???	???????.???	0.??
NOTE: FOR MAPPING PURPOSES ONLY.			

**LEGEND**

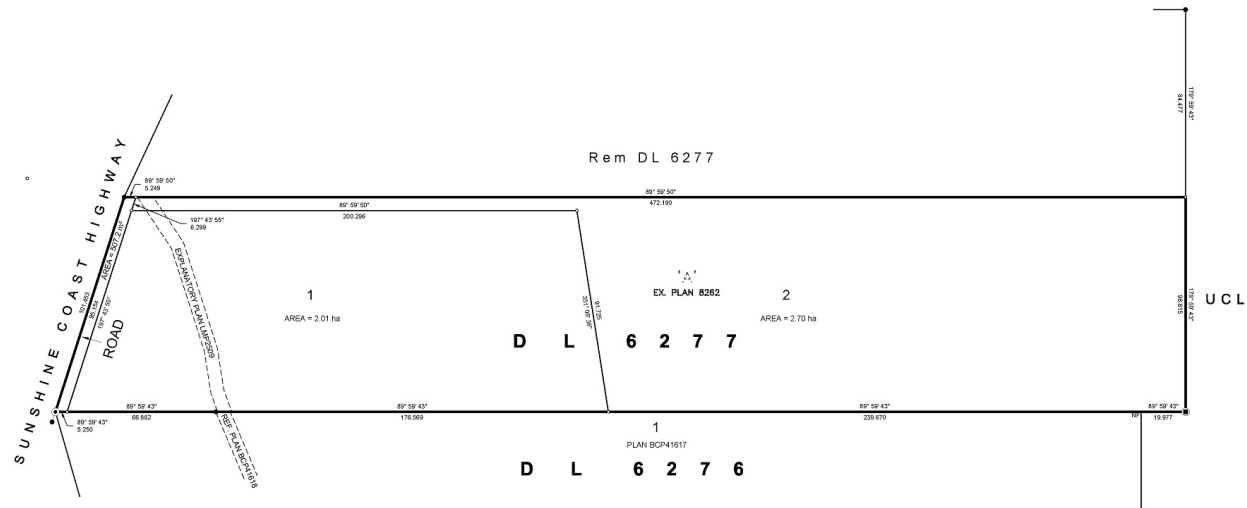
GRID BEARINGS ARE DERIVED FROM DUAL-FREQUENCY DIFFERENTIAL GNSS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 10.

- - DENOTES STANDARD IRON POST FOUND
- - DENOTES STANDARD IRON POST PLACED
- ⦿ - DENOTES STANDARD CONCRETE POST FOUND
- - DENOTES STANDARD ROCK POST FOUND
- △ - DENOTES GNSS CONTROL STATION PLACED

GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN  
GEODETIC CONTROL MONUMENTS 9933999 AND 9933999 AND ARE  
REFERRED TO CENTRAL MERIDIAN OF UTM ZONE 10.

THIS PLAN SHOWS HORIZONTAL GROUND LEVEL DISTANCES, UNLESS OTHERWISE SPECIFIED, TO COMPUTE GRID DISTANCES, MULTIPLY GROUND LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.999777. THE AVERAGE COMBINED FACTOR HAS BEEN DETERMINED BASED ON GEODETIC CONTROL MONUMENTS AND 777777.

NOTE:  
THIS PLAN SHOWS ONE OR MORE WITNESS POSTS  
WHICH ARE NOT SET ON THE TRUE CORNER(S).



**bennett**  
LAND SURVEYING  
(COASTAL) LTD.  
8C LAND SURVEYORS  
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GIBSONS, BC  
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TEL 604-866-2531  
www.bennettsurveyors.com  
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THIS PLAN LIES WITHIN THE JURISDICTION OF  
THE APPROVING OFFICER FOR THE MINISTRY  
OF TRANSPORTATION AND INFRASTRUCTURE.  
MOTI FILE NUMBER 20XX\_XXXX

THIS PLAN LIES WITHIN THE  
SUNSHINE COAST REGIONAL DISTRICT

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS  
COMPLETED ON THE 2ND DAY OF AUGUST, 2022  
JAVIER GIU, BCLS 934

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Christine Armitage, Executive Assistant

**SUBJECT:** **SPEAKERS FOR RESOLUTIONS TO THE 2022 UNION OF BC MUNICIPALITIES (UBCM) CONVENTION**

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### RECOMMENDATIONS

**THAT the report titled Speakers for Resolutions to the 2022 Union of BC Municipalities (UBCM) Convention be received for information;**

**AND THAT a speaker be designated for each resolution as required;**

**AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of September 8, 2022.**

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### BACKGROUND

The 2022 UBCM Convention will be held in Whistler from September 12-16, 2022. Six (6) SCRD Resolutions have been brought forward for consideration at the Convention.

Briefing notes are being prepared to assist the Board in addressing resolutions on the Convention floor, as well as for the Minister meetings that have been requested with the Province. The briefing notes will form part of the Directors' information packages for the Convention.

### DISCUSSION

SCRD Resolutions will be considered by the UBCM Convention as follows:

#### 1. Accessing Vehicular Greenhouse Gas Emissions Data (UBCM Resolution No. EB57)

- Submitted directly to UBCM.
- Section EB, "Environment" classification in the UBCM Resolutions Book – resolution that supports existing UBCM policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.
- UBCM Resolutions Committee recommendation: **Endorse**.

#### 2. Stormwater Management (UBCM Resolution No. EB63)

- Endorsed by the Association of Vancouver Island and Coastal Communities (AVICC).
- Section EB, "Land Use" classification in the UBCM Resolutions Book – resolution that supports existing UBCM policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.

- UBCM Resolutions Committee recommendation: **Endorse**.

**3. Hybrid UBCM Conferences (UBCM Resolution No. NEB3)**

- Submitted directly to UBCM.
- Section NE, “Selected Issues” classification in the UBCM Resolutions Book – resolution that are contrary to existing policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.
- UBCM Resolutions Committee recommendation: **Not Endorse**.

**4. Enforcement Tools for Short-Term Rentals (UBCM Resolution No. NR11)**

- Endorsed by the Association of Vancouver Island and Coastal Communities (AVICC).
- Section NR, “Housing” classification in the UBCM Resolutions Book – resolution that neither align with, nor contradict, existing policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.
- UBCM Resolutions Committee recommendation: **No Recommendation**.

**5. Standardize Health and Safety Rules and Regulations to Facilitate Year-Round Housing in RVs (UBCM Resolution No. NR22)**

- Submitted directly to UBCM.
- Section NR, “Housing” classification in the UBCM Resolutions Book – resolution that neither align with, nor contradict, existing policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.
- UBCM Resolutions Committee recommendation: **No Recommendation**.

**6. Shift to Non-Fuel-Based User-Pay Taxation Mechanisms to Fund Road Infrastructure in Rural Areas of BC (UBCM Resolution No. NR54)**

- Submitted directly to UBCM.
- Section NR, “Taxation” classification in the UBCM Resolutions Book – resolution that neither align with, nor contradict, existing policy.
- Resolution considered as part of a block and is not individually debated on the Convention floor unless there is a motion to remove it from the block for discussion.
- UBCM Resolutions Committee recommendation: **No Recommendation**.



**STRATEGIC PLAN AND RELATED POLICIES**

The submission of resolutions to UBCM is in alignment with SCRD's strategic value of Collaboration and also supports SCRD's mission to provide leadership and quality services to our community through effective and responsive government.

**CONCLUSION**

The Board may wish to identify a speaker for each Resolution Nos. EB57, EB63, NEB3, NR11, NR22, and NR54, should they be pulled from the block for discussion on the UBCM Convention floor.

Reviewed by:			
Manager		Finance	
GM		Legislative	X - S. Reid
CAO	X- D. McKinley	Other	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Shelley Gagnon, General Manager, Community Services

**SUBJECT:** COMMUNITY SERVICES DEPARTMENT 2022 Q2 REPORT

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### RECOMMENDATION

**THAT the report titled Community Services Department 2022 Q2 Report be received for information.**

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### BACKGROUND

The purpose of this report is to provide an update on activity in the Community Services Department for the Second Quarter (Q2) of 2022 (April 1 to June 30, 2022).

The report provides information from the following Community Services Department Divisions:

- Parks [650]
- Cemeteries [400]
- Dakota Ridge [680]
- Building Maintenance Services [313]
- Community Recreation Facilities [615]
- Pender Harbour Aquatic and Fitness Centre [625]
- Transit [310]
- Fleet [312]
- Ports [345 & 346]

## PARKS [650]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Parks maintenance	Completion of ongoing inspections, operations, and maintenance of SCRD parks, beach accesses, active transportation routes, and park infrastructure. Includes: Landscaping, tree and brush maintenance, litter and graffiti control, wildfire risk prevention, pest management, trail and bike path maintenance, ongoing repairs, maintenance and replacement of park assets, removal of unauthorized structures, adherence to regulations and legislation.	Ongoing	Seven day a week operations began in June and continue through to end of August. Summer staff all in place. Continued progress and all items regularly completed as work plan and emerging priorities permit.
Playground Maintenance	Conduct regular inspections, maintenance and repairs. Seasonal maintenance, start up and shutdown of water park.	Ongoing	Inspections completed as planned. Seasonal spray park opened May long weekend.
Sports Fields Maintenance	Annual aeration, turf maintenance, repair and maintenance of irrigation systems.	Ongoing	Ongoing seasonal adaptive maintenance practices (i.e. aeration and coring, fertilizing and drainage/tree management at all sports fields. Baseball diamond fringe up keep and diamond resurfacing at Connor Parker and Cliff Gilker Park.
Management and Maintenance of Community Halls	Ensure safe, regulation-compliant operation of community halls. Plan, schedule and complete preventative maintenance tasks. Prevent breakdowns/service interruptions. Maximize useful life of community assets. Provide community rentals and bookings with support from Recreation Services.	Ongoing	Annual preventative maintenance occurring as scheduled. Completion of new caretaker contracts for all community halls. Recreation Services continues to provide coordinated support for facility bookings. New position for booking parks related infrastructure has been hired and begins in September.
Campground Operations	Secure contractor for Campground operations. Conduct seasonal maintenance projects.	Ongoing	New contractor began early May 2022 and campground opened for seasonal operations. Online bookings available for campers. Revised SCRD website to provide new operator information; link to operator site available.

			Were unable to secure permits in time to repair flood damage prior to campground opening; four sites remain unusable however additional overflow sites (small and un-serviced) were provided for booking on a temporary basis.
Core Operations	Renewal and extension of various licenses, leases, agreements and contracts to align with core services of land management, administration and community partnerships.  Training of new employees	Ongoing	In Q1 and continuing into Q2 there were a number of unanticipated and extended staff absences. Temporary staff position filled in June 2022 (much later than anticipated). Summer staff all in place. Training taking place and new staff are paired with more senior staff for orientation to the parks coast wide. All major contracts and agreements have been renewed and awarded prior to deadlines in Q2.
Completion of Carry Forward Projects	Complete 2021 Carry Forward projects including: 1. Cemetery Master Plan 2. Coopers Green Hall Replacement 3. Coopers Green Boat Ramp Repairs 4. Bike Park /Pump track at Sprockids Park 5. Suncoaster Trail Phase 2 - Volunteer 6. Sport field equipment purchase 7. Priority repairs to community halls 8. Katherine Lake Perimeter Trail and Dan Bosch Park Improvement Proposals 9. Hotel Lake Trail, Beach, and Dock Project	Ongoing	1. Cemetery Master Plan Project completed July 2022 and will be used to inform short term priorities. Community engagement budget request to be considered in 2023 financial plan. 2. Coopers Green Hall Replacement Project continues to progress. 3. Coopers Green boat ramp repairs planning slated to begin in Q3. 4. Parks staff currently working with partners to begin drafting an RFP for the Bike Park /Pump Track Project planning at Sprockids, which is anticipated to occur in late Q3. 5. Discussions and permit applications with shíshálh Nation, DoS, SCCF, RSTBC underway regarding the Suncoaster Trail Phase 2 - Volunteer Project, slated for late Q3. 6. Tractor purchased and received and is currently in storage at Mason Road site. Delivery of the specific turf rubber/tires are delayed due to supply chain issues. We anticipate delivery early Q4. 7. Preventative maintenance continues as per schedule. 8. Katherine Lake perimeter trail and Dan Bosch Park improvement proposals – applications to shíshálh Nation Rights and Titles have been submitted. SRFP for QEP services for both of these projects is almost complete, and RFP for consultants on both projects is in final draft. 9. Hotel Lake Trail, Beach, and Dock Project – CLIP Project being supported by PPCDC. shíshálh Nation Rights and Titles Department has reached out to the applicant. Revisions to the scope of the project are required with support of the community. Expect to advise shíshálh Nation late Q3 of final plans. Possibility of considering alternative location for project.
Asset Management Plan	Complete asset registry for park assets and community halls and develop long term capital plan.	Q1-Q4	Working with asset management to complete the capital asset renewal plan in time for inclusion in the 2023 budget deliberations.

	Includes: <ul style="list-style-type: none"> <li>- Trails</li> <li>- Park infrastructure (i.e. benches, garbage receptacles, bridges, etc)</li> <li>- Park signs</li> <li>- Community Halls (5)</li> </ul> Work with Finance on asset retirement obligations.		Asset retirement obligation work is still in progress.
Document park service levels	Develop a thorough inventory of all parkland and assets including ownership or agreements Establish a classification system with appropriate levels of service Compare current service level to desired service levels Improve statistics reporting, tracking and management (i.e. campground visitation, operational metrics, etc.)	Q1-Q3	Work underway to align assets with park classifications and document associated service levels.  Paved active transportation infrastructure (ATI) still needs to be added to inventory. Working with GIS to identify all ATI and include permit information in GIS.
Update important Bylaws and Policies impacting Parks.	Review and update Parks Bylaw as well as Fees and Charges and present recommendations for Board consideration.	Q1-Q4	Not started.
Develop Park Signs Standards	Develop standards for the different classifications of parks signs (include considerations for integration of First Nations history/language) Completion of an inventory of current signs and condition report.	Q4	As per Q1, under development.
Engaging the community in park stewardship	Implement the newly developed Community-Led Initiatives/Improvements Projects (CLIP's) process including: <ul style="list-style-type: none"> <li>- Application process</li> <li>- Prioritization and planning</li> <li>- Approvals and Agreements</li> </ul>	Ongoing	Six community lead improvement project applications received in Q2, and staff are prioritizing applications and determining which items align with capacity for the 2023 work plan.
Planning for the future	Support the scoping for "Connected Coast" planning (connecting non-vehicular transportation infrastructure throughout the Sunshine Coast)	Q4	Not started.
Website Updates	As per the corporate initiative to update the website, Parks will need to assign resources to populate and update the new website pages	Q2-Q3	No change from Q1.

## Key Performance Indicators:

### Community Hall Bookings

	Number of Bookings			Hours Booked			Usage Rate		
	Q1 2022	Q2 2022	Q2 2019	Q1 2022	Q2 2022	Q2 2019	Q1 2022	Q2 2022	Q2 2019
Chaster House	0	3	46	0	18.5	164	0	1.39%	12.15%
Coopers Green	16	17	46	33	41	109	2.44%	3.04%	8.07%
Eric Cardinall	25	64	49	105.5	196.5	197	7.81%	14.57%	14.59%
Frank West	40	53	40	99.3	104	97.3	7.37%	7.70%	7.22%
Granthams	19	7	0	31	9	0	2.30%	0.67%	0%
<b>Total</b>	<b>100</b>	<b>144</b>	<b>181</b>	<b>269</b>	<b>369</b>	<b>567.30</b>	<b>3.99%</b>	<b>5.47%</b>	<b>10.51%</b>

2019 Q2 – Granthams Hall closed

2022 Q2 – Chaster House closed until late Q2

### Sports Field Bookings

	Number of Bookings			Hours Booked			Usage Rate		
	Q1 2022	Q2 2022	Q2 2019	Q1 2022	Q2 2022	Q2 2019	Q1 2022	Q2 2022	Q2 2019
Cliff Gilker	206	115	200	552	510	882	40.89%	37.78%	65.33%
Connor	91	103	187	277.3	439.2	872	20.56%	32.54%	64.63%
Lions	27	14	2	45.3	54	17	3.37%	4.00%	1.26%
Maryanne West	65	0	0	230	0	0	17.04%	0%	0%
Shirley Macey 1 & 2	206	87	122	905.3	331.5	349	67.07%	24.57%	25.85%
<b>Total</b>	<b>595</b>	<b>319</b>	<b>511</b>	<b>2010.30</b>	<b>1,334.70</b>	<b>2120.30</b>	<b>29.79%</b>	<b>19.78%</b>	<b>25.85%</b>

The following KPI's will be reported on annually:

- number of km of trails (based on classification)
- Acres of parkland (various classifications)
- Katherine Lake Campground statistics (in Q3 and Q4)

### Emerging Issues:

Flood Recovery Projects: Staff continue to work with the provincial recovery officer related to all recovery projects, with the goal of assessing and obtaining possible funding from the province on a case-by-case basis. This also includes the damage to the Roberts Creek Hwy multi-use trail. Recovery work at Katherine Lake campground was delayed due to challenges with permits and approvals, but will be completed at the end of the season. Recovery work on other project was delayed due to staff capacity, however, the term position was filled in Q2 and can focus on these projects.

## CEMETERIES [400]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Ongoing cemetery / park maintenance	Completion of ongoing maintenance and repairs to the cemetery grounds, signage, landscaping, pruning, headstone installations, maintenance of fencing, columbarium's and other assets.	Ongoing	Progressing as planned.
Delivery of cemetery services to the public	Plot and niche sales, administration, counter service, updating of public facing materials and communications, accounting, and responding to customer inquiries.	Ongoing	No change from Q1.
Ensure regulatory compliance	Adherence to the Cemetery Act and mandated compliance inspections by Consumer Protection BC.	Ongoing	Complete for 2022.
Planning for the future	Completion of the Cemetery Master Plan	Q3	Project completed. Plan presented to the Board July 28 2022. Further directive for public consultation. Anticipate related 2023 budget proposal in R1.
Asset Management Plan	Begin an asset registry for Cemetery Services equipment, machinery and assets and start to develop long term capital plan. Work with Finance on asset retirement obligations as required.	Q2-Q3	Working with asset management to complete the capital asset renewal plan in time for inclusion in the 2023 budget deliberations.  Asset retirement obligation work is still in progress.
Document service levels	Develop a thorough inventory of all equipment, machinery and assets. Document service levels.	Q1-Q3	In progress.

**Key Performance Indicators for 2022:**

	Q1 2022	Q2 2022	Q2 2021
<b>Current Inventory</b>			
Full plots	52	43*	n/a
Cremation plot	248	249*	n/a
Columbarium Niches	15	12	n/a
<b>Burials</b>			
Plots Sold	0	4	6
Interments	2	2	3
<b>Cremations</b>			
Plots Sold	2	2	1
Niches Sold	1	1	0
Interments	1	8	0
Inurnments (Niche)	0	2	0

\* corrected the information in the software system (errors in Q1)

**Emerging Issues:**

None.



## DAKOTA RIDGE [680]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Ongoing Operations	Conduct ongoing trail maintenance and management & facility operations, facility and equipment maintenance, ticket sales and accounting and marketing and promotions of service.	Ongoing	Equipment inventory and supplies have been arranged for 2022/2023 season ( i.e. first aid supplies, emergency equipment). Planning is currently underway for parking lot culvert replacement, firewood delivery, outhouse maintenance and re-sealing warming hut building envelope.
Core operations	Intergovernmental liaison for agreements/permits/leases and communications.  Work with Recreation Officer on renewing the <i>Section 56</i> partnership agreement issued by the Ministry of Forests Lands Natural Resource Operations and Rural Development (FLNRORD), South Coast Recreation District, under <i>Section 118</i> of the <i>Forests and Range Practices Act</i> .	Ongoing  Q2	SCRD-RSTBC partnership renewal for Dakota Ridge recreation area submitted.  Staff perform regular inspections of the facility for safety and operational priorities. Core operations will resume early November in preparation for season opening, exact date is weather dependent.
Seasonal Snow Removal and Access Road management	Road maintenance conducted to repair upper road sections and improve drainage including: <ul style="list-style-type: none"> <li>- Road Plowing/Maintenance</li> <li>- Brushing, trimming and vegetation maintenance</li> </ul> Regular public communications and updates.	Ongoing	Meeting planned with road engineering consultant and road maintenance contractor for August.
Volunteer Management and Support	Continued focus on volunteer recruitment, training, coordination and retention, technical and safety training and risk management.	Ongoing	Staff continue to work with the Dakota Ridge Recreation Society (DRRS) related to increased involvement in volunteer operations in the 2022/23 season. DRRS exploring best options for insurance coverage.
Asset Management Plan	Begin an asset registry for Dakota Ridge assets and start to develop long term capital plan. Work with Finance on asset retirement obligations as required.	Q2-Q3	No change from Q1.
Completion of Carry Forward Projects	Complete 2021 Carry Forward projects including: <ol style="list-style-type: none"> <li>1. Drag Behind Groomer</li> <li>2. Storage Shed</li> </ol>	Ongoing	<ol style="list-style-type: none"> <li>1. In progress</li> <li>2. In progress</li> </ol>

	3. Kiosk map/signage 4. Snowmobile		3. Not started 4. High demand for snowmobiles. Deposit made to secure one for anticipated delivery in fall of 2023.
Document service levels	Develop a thorough inventory of all equipment, machinery and assets. Document service levels. Improve statistics reporting, tracking and management (i.e. visitation, operational metrics, etc.).	Q1-Q3	As a result of the opportunity cost of exploring a new community stewardship model for service volunteer programs, service level documentation will not commence until 2023.

## Building Maintenance [313]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
<b>Core Service:</b> Preventative maintenance.	Plan, schedule and complete routine scheduled preventative maintenance tasks at supported buildings.	Ongoing	Scheduled preventative maintenance continued to be given priority in Q2 and the division is on schedule and budget in most areas. Staffing shortages continued throughout Q2 creating additional backlog of some larger quarterly maintenance tasks.
<b>Core Service:</b> Maintenance support as capacity permits	Prioritize and complete tickets received for support to complete emerging repairs and priority tasks.	Ongoing	Staffing shortages continued throughout Q2 limiting our capacity to provide maintenance support resulting in longer than normal response times to tickets. Some requests for projects requiring larger resource commitments were unable to be supported due to the reduced capacity of the division. Supply chain issues also continued to result in delays completing tickets.  See table below.
Relocate Building Maintenance Office to SCA	Complete planned move of building maintenance office to SCA	January to March	Complete.
Development of Safety Procedures	Review work tasks to identify where additional safe work procedures are needed and develop procedures. Review and update existing safe work procedures	January - December	No change from Q1.
Asset Retirement Obligations	Work with Finance to identify asset retirement obligations	January - December	Phase one, identification of obligations completed, phase two to commence in Q3.

### Key Performance Indicators:

Building Maintenance Tickets	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q2 2021
Tickets received	40	58	-	-	40
Tickets resolved	46	53	-	-	37
Unresolved tickets	21	26	-	-	25

### Emerging Issues:

Staff Shortages - Building maintenance staffing shortages continued throughout Q2. Some hours were backfilled through casual staffing, however, there were approximately 250 hours not backfilled in Q2 creating backlogs in work.

## COMMUNITY RECREATION FACILITIES [615]

### Recreation Facilities Services [613]

#### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Facility operation and preventative maintenance	<p>Ensure safe, regulation-compliant operation of facilities.</p> <p>Prevent breakdowns/service interruptions.</p> <p>Maximize useful life of community assets.</p>	Ongoing	Division is continuing to experience cost increases for supplies, materials, and contracted labour in the current marketplace. Budgets are being closely monitored; some maintenance work may be deferred to stay within budget. Supply chain issues are resulting in longer than normal lead times to complete maintenance and repairs.
Planning and coordination of capital renewal projects.	<p>Planning, coordination and procurement of goods and services to implement capital renewal projects.</p> <p>Provide project oversight.</p>	Ongoing	Planning for 2023 and beyond commenced in Q2.
Annual Facility Maintenance	Plan, schedule and complete annual maintenance at recreation facilities	Q1-Q3	<p>Procurement for contracted annual maintenance services has been completed. Supply chain shortage impacts on annual maintenance activities were substantially mitigated through advanced planning and use of current facility inventories of supplies. Facility inventories are being replenished as supplies arrive onsite.</p> <p>SAC annual maintenance completed. GDAF annual maintenance closure July 1 – August 1.</p> <p>Arena annual maintenance activities are performed during the dry floor season.</p> <ul style="list-style-type: none"> <li>GACC March 20 – July 16</li> <li>SCA April 24 – September 10</li> </ul>
Development of Safety Procedures	<p>Review work tasks to identify where additional safe work procedures are needed and develop procedures.</p> <p>Review and update existing safe work procedures</p>	Q1-Q4	No change from Q1.
Climate Adaptation Internal Project	Work with Sustainable Development to collaborate on vulnerability mapping, risk analysis and adaptive design work.	Q1-Q4	<p>Q2 climate adaptation work completed:</p> <ul style="list-style-type: none"> <li>Attended Risk Assessment Workshop</li> <li>Milestone two: assessment completed</li> <li>Milestone three: planning has commenced.</li> </ul>

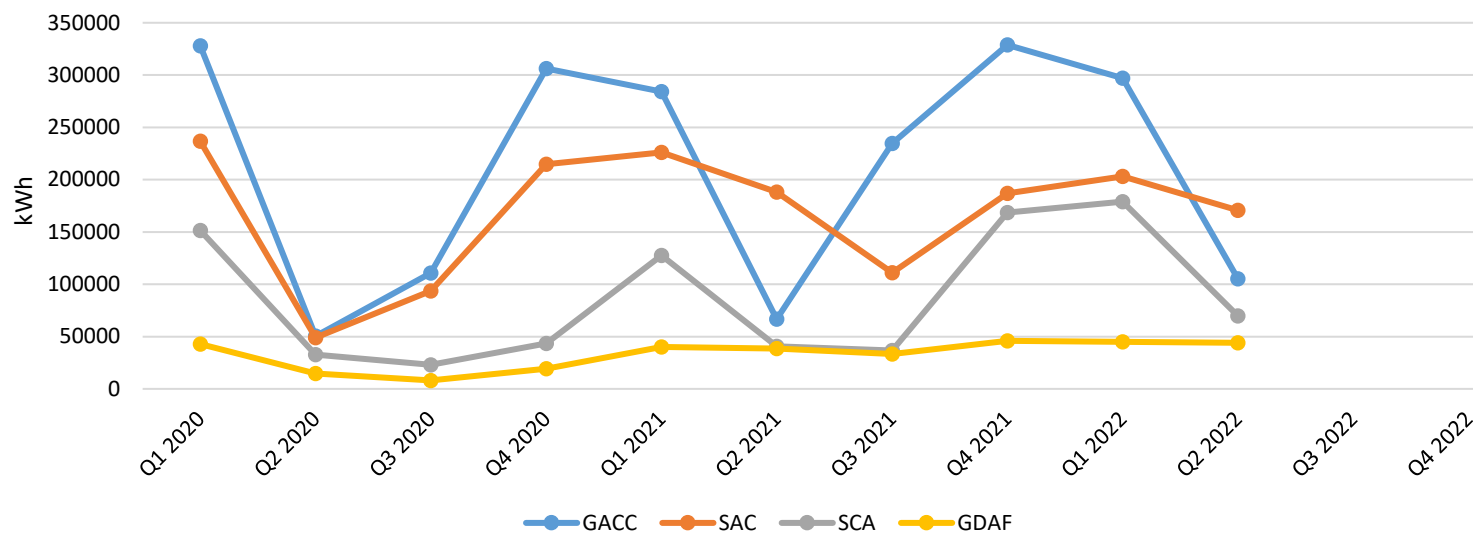
Asset Retirement Obligations	Work with Finance to identify asset retirement obligations	Ongoing	Phase one, identification of obligations completed, phase two to commence in Q3.
Completion of Carry Forward Capital Renewal Projects	Complete 2021 carry forward projects a) GDAF Packaged Roof Top Unit b) SCA Exterior Door Glazed c) SCA Roof, Modified Bitumen d) SCA Dehumidifier, Electric e) SAC Water Piping, Pump Room (CPVC) f) SAC Building Envelope Panel Drying g) SAC Domestic Hot Water Boiler	Q1-Q3	a) Further design work delays have pushed construction tender posting to Q3. Construction anticipated to occur in Q3 2023 due to lead times for equipment. b) Negotiations with contractor unsuccessful, project is scheduled for retendering in Q3. c) Construction awarded and scheduled for Q3. d) Deferred to 2023 (no change from Q1). e) Deferred to 2023 (no change from Q1). f) Not started. g) Completed.
Completion of Carry Forward One Time Budget Projects	a) Fall Protection Upgrades Phase One b) SCA Refrigeration Plant Regulatory Items c) SCA Parking Lot Lighting	Q1-Q3	a) Procurement started in Q2, tender closes mid Q3. b) Project on hold pending review by TSBC Safety officer. c) Completed.
SAC Fire Sprinkler System Replacement	Plan and coordinate the SAC sprinkler system replacement to occur in two phases starting in 2022	Q1 and Q2	Project design work awarded and scheduled to start in Q3. Construction tendering planned for Q4 pending project budget approval.
Training and Development Program Implementation	Implement program to enhance staff skills, knowledge and experience	Q1-Q4	No change from Q1.
2022 Capital Projects	Plan, procure services, schedule and complete 27 new capital projects for 2022.	Q1-Q3	Current marketplace is challenging for procurement of contracted services and materials to complete capital projects. Tendering for a package of six small projects was unsuccessful, these projects are being rescope and retendered in Q3. One project was successfully awarded, the project is scheduled for carryforward and completion in 2023 due to lead times for equipment. Five projects have been deferred to 2023. Carry forward of additional projects is likely to occur due to procurement challenges and supply chain issues.

Key Performance Indicators:

Quarterly Electricity Consumption in kWh

	Year	Q1	Q2	Q3	Q4	Annual Total	% Total 615 Facilities
GACC	2022	297,021	105,090	-	-	-	36.11%
	2021	284,143	66,775	234,679	328,804	914,401	42.37%
	2020	327,878	50,366	110,741	306,071	795,056	46.11%
SAC	2022	203,036	170,584	-	-	-	33.55%
	2021	225,979	188,278	111,083	186,926	712,266	33.01%
	2020	236,632	48,995	93,678	214,610	593,915	34.44%
SCA	2022	178,982	69,735	-	-	-	22.33%
	2021	127,517	40,689	36,555	168,616	373,377	17.30%
	2020	151,385	32,792	23,033	43,452	250,662	14.54%
GDAF	2022	44,996	44,143	-	-	-	8.01%
	2021	40,151	38,595	33,316	45,921	157,983	7.32%
	2020	42,690	14,662	8,092	19,184	84,628	4.91%

Quarterly Electricity Consumption in kWh



**Annual Natural Gas Consumption in GJ (% Total All Facilities)**

	2022	2021	2020
<b>GACC</b>	-	1,199.5 (12.43%)	1,189.1 (15.99%)
<b>SAC</b>	-	5,013.7 (51.95%)	3,479.4 (46.78%)
<b>SCA</b>	-	741.2 (7.68%)	779.6 (10.48%)
<b>GDAF</b>	-	2,696.8 (27.94%)	1,989.4 (26.75%)
<b>Annual Total</b>	-	9,651.2	7,437.5

*Note: Due to variations in billing periods and meter reading dates, will report natural gas consumption annually.*

**Equipment Failures Impacting Service Levels – Q2 only**

Facility	Equipment	Impact	Failure Date	Days Impacted
<b>SAC</b>	Main Pool Circulation Pump	Main Pool Closure	Apr 10	10
<b>SAC</b>	Leisure Pool Circulation Pump	Leisure Pool Closure	Apr 10	1
<b>SAC</b>	Boiler Circulation Pump	All Pool Closure	Apr 10	1
<b>SAC</b>	Leisure Pool Circulation Pump	Leisure Pool Closure	Apr 18	1.5
<b>SAC</b>	Boiler Circulation Pump	All Pool Closure	Apr 18	1

**Emerging Issues:**

**Human Resources** – Three casual staff have moved into vacant full-time positions giving us a full complement of regular staff. We are actively recruiting to fill the vacant casual positions, however, in the current labour market filling casual positions is challenging.

## RECREATION SERVICES DIVISION [614]

### Progress on Priorities from 2022 Service Plan Lites

Core Service/Project	Goal	Timeline	Progress
Provide public access to Aquatics, Arenas, Fitness and Programming	Return the facility to traditional operating hours and service levels. (Pending Public Health Orders and staffing)	Ongoing	<ul style="list-style-type: none"> <li>All aquatic facilities continue to operate at reduced hours due to lifeguard shortages.</li> <li>SAC had an unexpected closure of all SAC pools/hot tub for approximately ten days in April after a BC Hydro planned outage resulted in equipment failures at the facility. Equipment failures: <ul style="list-style-type: none"> <li>Automatic Variable frequency drive, this is a main component of the boiler system for all pools thus the pools could not be heated during this time</li> <li>Main Pool (MP) Circulation Pump Electrical Motor &amp; Overload (working on getting a new one for the MP)</li> <li>Leisure Pool (LP) Circulation Pump Electrical Motor &amp; Overload <ul style="list-style-type: none"> <li>Leisure Pool Circulation Pump Electrical Motor failed twice (2 separate motors) due to complications with the overload replacement</li> <li>Pump electrical motor has since been replaced for the LP</li> </ul> </li> </ul> </li> </ul> <p>MYPASS holders were offered an extension to pass dates in compensation for this lost time.</p> <ul style="list-style-type: none"> <li>SAC annual maintenance was completed May 28 to June 26 which saw the closure of the aquatic areas during this time and the weight room and fitness studio from June 21 to 26 to accommodate maintenance work in these spaces.</li> <li>GACC ice removed and dry floor available for use on March 21. SCA ice removed and dry floor available for use on April 11.</li> <li>Arena facility bookings were delayed due to restart challenges as pandemic restrictions eased.</li> <li>SC Minor Hockey held their annual award night at GACC on April 21.</li> <li>SC Pickleball Association held a tournament at GACC with over 100 participants (both local and external) on June 4.</li> <li>The annual ice allocation meeting took place on June 8. The 2022/2023 ice usage looks similar to the previous year with a few special events and tournaments planned throughout the season.</li> <li>Admissions for all recreation centres in Q2 are beginning to trend closer to pre-pandemic numbers.</li> </ul>



Program Delivery	Delivery of accessible recreation programs in Aquatics, Arenas, Fitness and Community Recreation	Ongoing	<p>Aquatics</p> <ul style="list-style-type: none"> <li>• Aquafit participation remains steady, however, the number of classes provided in spring 2022 are less than spring 2019. Staff continue to work on offering more classes.</li> <li>• Spring swim lessons were near capacity at both aquatic facilities. A few extra lessons at SAC were added to accommodate those on waitlists. The number of lessons provided in spring 2022 was slightly less than spring 2019. It should be noted that lifeguard shortages reduced the number of lessons offered in 2019 as well.</li> <li>• One aquatic leadership program (Bronze Cross) ran during Q2 with 11 participants completing the course.</li> </ul> <p>Fitness and Community Recreation</p> <ul style="list-style-type: none"> <li>• Staff continue to work on attracting more program instructors for fall as many have not returned or not returned to the same capacity as before the pandemic. This has limited the volume of programming at all facilities.</li> <li>• Participation in fitness programs gradually increased throughout Q2.</li> <li>• Court usage slightly decreased throughout Q2 which is typical for the season. The Squash Club ran an informal round robin tournament at the end of May.</li> <li>• Lobby game usage (GACC) increased in Q2 as restrictions were eased.</li> <li>• Weight room orientations trended upwards throughout Q2 but were not offered in June due to the lack of instructor availability.</li> </ul> <p>Arenas</p> <ul style="list-style-type: none"> <li>• Dry floor programming at both SCA and GACC included drop in activities such as pickleball and roller skating.</li> <li>• Staff introduced registered pickleball orientations at both arenas and these sessions were well attended.</li> </ul> <p>Miscellaneous</p> <ul style="list-style-type: none"> <li>• Summer Registration began on May 11.</li> <li>• Fall program planning was initiated in Q2 (first time staff are planning on regular program cycles since pre-pandemic).</li> </ul> <p>See performance indicators below.</p>
Community group partnership/space rental	Support community recreation priorities through providing facility space/services	Ongoing	<ul style="list-style-type: none"> <li>• Partner programs with SC Community Service Society, SC Association of Community Living and Vancouver Coastal Health continued through Q2. <ul style="list-style-type: none"> <li>◦ GACC YMCA Youth Centre reopened April 11. Attendance increased in May and remained steady in June.</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>Adapted Nia (Dance Fitness) program, in partnership with SC Association for Community Living returned in May for the first time since the facilities were closed during the pandemic.</li> <li>Staff participated in various community committee meetings (YAAC and Healthy Schools).</li> <li>The HEROS Hockey Program confirmed that they will not be returning following the pandemic. Staff had worked with program organizers in hopes that the program would be revitalized and return in 2022/2023, however, this is no longer an option. Ice will be re-allocated to other user groups and staff are in discussions with HEROS organizers to determine next steps for distribution of their program equipment to other user groups.</li> </ul> <p>See performance indicators below.</p>
Business Process/Customer service Improvements	To support policy and procedure development	Ongoing	<ul style="list-style-type: none"> <li>Arena advertising campaign conducted. Of the 48 existing spots available (24 at each facility), 40 are now filled with GACC sideboards fully sold. Of those sold this quarter, 18 were renewals and 17 were new sales.</li> <li>In April, two Recreation Services staff attended and completed training to obtain the ACTIVENet System Administration Certificate to further enhance service delivery and improve overall functionality of the Recreation Registration Software. This training will allow staff to troubleshoot problems without going through the provider.</li> </ul>
Respond to ongoing pandemic	As the pandemic continues and new Public Health Orders announced, the facility will be required to respond accordingly which may impact the services being offered	Q1-Q2	<ul style="list-style-type: none"> <li>As of April 8, 2022, all PHO's were lifted and vaccination checks ended.</li> <li>Staff capacity was impacted during Q2 due to the increased number of staff sick leave calls, impacting all areas and facilities.</li> </ul>
Provision of facility bookings support for Parks	Continue to provide facility booking services for the Parks Department	Ongoing	<ul style="list-style-type: none"> <li>Facility Booking Technician position was posted and closed June 7. Staff are working through the hiring process.</li> </ul>
Joint-Use Agreement	Provide access to Recreation Facilities for School District groups/activities  Resume recreation programming in schools	Q4	<ul style="list-style-type: none"> <li>Aquatic facility access remains limited based on lifeguard availability.</li> <li>Although schools were open for use by SCRD, no programs were offered. Plans are in place to offer programs again in 2023.</li> <li>Elphinstone Secondary held their overnight Dry Grad at GACC from June 22 to June 23.</li> </ul>
Scheduling software implementation	See through the implementation of the scheduling software in Aquatics	Q3-Q4	<ul style="list-style-type: none"> <li>Continue to chip away at this project, however, due to ongoing staff capacity challenges, final implementation of the scheduling software program has been delayed and is now slated for the end of Q3.</li> </ul>

Programming Review and implementation	Complete the programming review and implement recommendations	Q1-Q4	<ul style="list-style-type: none"> <li>Community engagement for the project took place in June with a preliminary report back expected in Q3: <ul style="list-style-type: none"> <li>Public Survey – 435 responses</li> <li>Youth Survey – 34 responses</li> <li>Internal stakeholder interview groups – 8 staff</li> <li>External stakeholder interview groups – 13 participants</li> <li>Local First Nations were engaged on how they would like to participate/provide feedback</li> </ul> </li> <li>Still anticipate completion of project by Q4.</li> </ul>
Fees and Charges Bylaw Review and Recommendations	Complete the fees and charges review, and bring forward recommendations for Board consideration	Ongoing	<ul style="list-style-type: none"> <li>No change from Q1.</li> </ul>
LIFE program Review (Financial Assistance program)	Complete a review of the Leisure Involvement For Everyone program and bring forward recommendations for Board consideration	Q3-Q4	<ul style="list-style-type: none"> <li>Not started.</li> </ul>
Staff Recruitment, Training and Development	<p>Continue to recruit staff to address shortages, provide opportunities for training and development, and for staff to strengthen their skills and abilities as it relates to their career</p> <p>Strengthen the provision of aquatics through coordinated leadership, new training opportunities and new systems designed with input from staff and adapting to lifeguarding during COVID</p>	Ongoing	<ul style="list-style-type: none"> <li>Aquatics staff recruitment remains ongoing.</li> <li>Aquatic Instructor: A new position has been created to address the ongoing aquatic staffing shortage in North America and on the Sunshine Coast. The position will allow in-house training of future aquatics staff (as well as recertifications), which will reduce the reliance on contracted instructors to complete this training (National Lifeguard and First Aid Training). Three aquatic staff have started training for the new position. These staff completed the National Lifeguard Instructor course and First Aid Instructor course in June and will now need to complete the co-teach practical experience as required by the Lifesaving Society before becoming fully certified.</li> <li>In discussions with the Lifesaving Society, the SCRD is the first jurisdiction to explore this approach and the feedback has been positive.</li> <li>Staff training/in-service was completed in June with 24 staff participating. Staff appreciate the ongoing training and support that was provided and hosting regular in-services meets the Lifesaving Society established standards and best practices.</li> </ul>
Aquatic Facility Safety Plans	Update the aquatic facility safety plans	Ongoing	<ul style="list-style-type: none"> <li>No change from Q1.</li> </ul>
Programming Equipment Asset Management Plan	Continue to develop the Programming Asset Management Plan is currently underway	Ongoing	<ul style="list-style-type: none"> <li>No change from Q1.</li> </ul>

Website Updates	As per the corporate initiative to update the website	Q2-Q3	<ul style="list-style-type: none"><li>Staff met with project lead and are prepared to assist as needed to make changes to recreation web pages as the project moves forward.</li></ul>
Music Licensing Fee	Adhere to federal music licensing fee requirements when playing music in public facilities	Q1	<ul style="list-style-type: none"><li>Complete.</li></ul>

**Emerging Issues:**

- In late March 2022, the SCRD was advised by Work Safe BC (WSBC) that the organization was selected to be a part of their Program and Committee Evaluation (PACE) Initiative. WSBC staff completed their first site inspection in April, which included SAC. In June a report was received with recommendations for improvement. A short deadline was given to develop an action plan to address these recommendations and staff are working to complete the items listed in the action plan.
- In May 2022, the SCRD was approached by a group of community members to have preliminary discussions about the introduction of a Junior B hockey team to the Sunshine Coast as part of the Pacific Junior Hockey League (PJHL) by fall 2023. In the month that followed, the group of community members became the SC Junior Hockey Society, and presented their idea to the SCRD Board on June 9. Staff support for this initiative was not identified in the 2022 workplan, thus priorities may shift as this work proceeds. Staff await the submission of a business plan to assist in further planning.
- Ice pilot that would include set dates for 2022/23 Ice Season discussed with ice user groups in Q2 to help groups certainty and to test a new approach to scheduling ice seasons. More information on this will be forthcoming to a future Committee of a Whole agenda in fall of 2022.

## Pender Harbour Aquatic & Fitness Centre [625]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Facility operation and preventative maintenance	Ensure safe, regulation-compliant operation of facility  Prevent breakdowns/service interruptions  Maximize useful life of community assets	Ongoing	<ul style="list-style-type: none"> <li>Supply chain issues are continuing to result in longer than normal lead times to complete maintenance and repairs.</li> </ul>
Annual Facility Maintenance	Annual Facility Maintenance	Q3	<ul style="list-style-type: none"> <li>Annual maintenance planning and procurement of contracted services for annual maintenance work completed. Supply chain shortage impacts on annual maintenance activities were substantially mitigated through advanced planning and use of current facility inventories of supplies. Facility inventories are being replenished as supplies arrive onsite.</li> <li>PHAFC annual maintenance closure July 30 to September 5.</li> </ul>
Provide public access to Aquatic and Fitness facility and programs	Return the facility to traditional operating hours and service levels. (Pending Public Health Orders and staffing)	Ongoing	<ul style="list-style-type: none"> <li>Continue to operate at reduced hours due to staffing challenges.</li> <li>Admissions for PHAFC in Q2 are trending closer to pre-pandemic numbers.</li> </ul> <p>See performance indicators below.</p>
Program Delivery	Delivery of accessible recreation programs in Aquatics and Fitness	Ongoing	<p><b>Aquatics</b></p> <ul style="list-style-type: none"> <li>Aquafit participation remains steady, however, the number of classes provided in spring 2022 were less than spring 2019. Staff continue to work on offering more classes.</li> <li>Spring swim lessons were near capacity. The number of lessons provided in spring 2022 was similar to spring 2019.</li> </ul> <p><b>Fitness</b></p> <ul style="list-style-type: none"> <li>Only one fitness program ran in Q2 due to lack of instructor availability.</li> <li>Staff continue to work on attracting more program instructors for fall as many have not returned or returned to the same capacity as before the pandemic. This has limited the volume of programming offered at all facilities.</li> </ul> <p><b>Miscellaneous</b></p> <ul style="list-style-type: none"> <li>Summer registration began on May 11.</li> <li>Fall program planning was initiated in Q2 (first time staff are planning on regular program cycles since pre-pandemic).</li> </ul> <p>See performance indicators below.</p>
Community group partnership/space rental	Support community recreation priorities through providing facility space/services	Ongoing	<ul style="list-style-type: none"> <li>The Chinook Swim Club moved several bookings to PHAFC during the SAC unexpected closure in Q2.</li> </ul>

Business Process/Customer service Improvements	To support policy and procedure development	Ongoing	<ul style="list-style-type: none"> <li>Staff participate in the following monthly meetings: <ul style="list-style-type: none"> <li>PH Community Recreation Group</li> <li>PH Aquatic Society</li> </ul> </li> <li>Asset retirement obligations have now been completed by staff in regards to the PHAFC lease agreement between the SCRD and School District 46.</li> </ul>
Respond to ongoing pandemic	As the pandemic continues and new Public Health Orders announced, the facility will be required to respond accordingly which may impact the services being offered	Q1-Q2	<ul style="list-style-type: none"> <li>As of April 8, 2022, all PHO's were lifted and vaccination checks ended.</li> <li>Staff capacity was impacted during Q2 due to the increased number of staff sick leave calls.</li> </ul>
Joint-Use Agreement	Provide access to Recreation Facilities for School District groups/activities  Resume recreation programming in schools	Q4	<ul style="list-style-type: none"> <li>SD46 (PHSS) use of PHAFC: <ul style="list-style-type: none"> <li>Students continued drop-in use of the facility (as specified in the PHFAC lease).</li> <li>P.E. teachers booked an ongoing fitness class for their students.</li> <li>Staff worked with PHSS to provide a Bronze Medallion Course at PHAFC after spring break.</li> </ul> </li> <li>Although schools were open for use by SCRD, no programs were offered. Plans are in place to offer programs again in 2023.</li> </ul>
Scheduling software implementation	See through the implementation of the scheduling software in Aquatics	Q3-Q4	<ul style="list-style-type: none"> <li>Continue to chip away at this project, however, due to ongoing staff capacity challenges, final implementation of the scheduling software program has been delayed and is now slated for the end of Q3.</li> </ul>
Programming Review and implementation	Complete the programming review and implement recommendations	Q1-Q4	<ul style="list-style-type: none"> <li>Community engagement for the project took place in June with a preliminary report expected back in Q3: <ul style="list-style-type: none"> <li>Public Survey – 435 responses</li> <li>Youth Survey – 34 responses</li> <li>Internal stakeholder interview groups – 8 staff</li> <li>External stakeholder interview groups – 13 participants</li> <li>Local First Nations were engaged on how they would like to participate/provide feedback</li> </ul> </li> <li>Still anticipate completion of project by Q4.</li> </ul>
Fees and Charges Bylaw Review and Recommendations	Complete the fees and charges review, and bring forward recommendations for Board consideration	Ongoing	<ul style="list-style-type: none"> <li>No change from Q1.</li> </ul>
LIFE program Review (Financial Assistance program)	Complete a review of the Leisure Involvement For Everyone program and bring forward recommendations for Board consideration	Q3-Q4	<ul style="list-style-type: none"> <li>Not started.</li> </ul>

Staff Recruitment, Training and Development	<p>Continue to recruit staff to address shortages, provide opportunities for training and development, and for staff to strengthen their skills and abilities as it relates to their career.</p> <p>Strengthen the provision of aquatics through coordinated leadership, new training opportunities and new systems designed with input from staff and adapting to lifeguarding during COVID</p>	Ongoing	<ul style="list-style-type: none"> <li>• Aquatics staff recruitment remains ongoing.</li> <li>• Aquatic Instructor: a new position has been created to address the ongoing aquatic staffing shortage in North America and on the Sunshine Coast. The position will allow in-house training of future aquatics staff (as well as recertifications), which will reduce the reliance on contracted instructors to complete this training (National Lifeguard and First Aid Training). Two aquatic staff have started training for the new position. These staff completed the National Lifeguard Instructor course and First Aid Instructor Course in June and will now need to complete the co-teach practical experience as required by the Lifesaving Society before becoming fully certified.</li> <li>• In discussions with the Lifesaving Society, the SCRd is the first jurisdiction to explore this approach and the feedback has been positive.</li> <li>• All four of the PHAFC staff joined the aquatics staff in Sechelt for the quarterly in-service training in June.</li> </ul>
Aquatic Facility Safety Plans	Update the aquatic facility safety plans	Ongoing	<ul style="list-style-type: none"> <li>• No change from Q1.</li> </ul>
Website Updates	As per the corporate initiative to update the website, Transit will need to assign resources to populate and update the new website pages	Q2-Q3	<ul style="list-style-type: none"> <li>• Staff met with project lead and are prepared to assist as needed to make changes to recreation web pages as the project moves forward.</li> </ul>
Music Licensing Fee	Adhere to federal music licensing fee requirements when playing music in public facilities	Q1	<ul style="list-style-type: none"> <li>• Complete.</li> </ul>
Capital Asset Management Plan	Continue to develop a Capital Asset Management Plan for this Facility	Ongoing	<ul style="list-style-type: none"> <li>• No change from Q1.</li> </ul>

**Key Performance Indicators:**

**Quarterly Electricity Consumption in kWh**

	Year	Q1	Q2	Q3	Q4	Annual Total
PHAFC	2022	99,548	76,183	-	-	-
	2021	107,664	68,108	51,094	101,761	328,627
	2020	102,121	42,673	47,771	103,339	295,904

**Emerging Issues:**

**Equipment Failures Impacting Service Levels – Q2 only**

Facility	Equipment	Impact	Failure Date	Days Impacted
PHAFC	Hot Tub Circulation Pump	Hot Tub Closure	May 6	5



## RECREATION SERVICES AND PENDER HARBOUR AQUATIC & FITNESS CENTRE

**Key Performance Indicators:** (2019 is used as a comparison due to COVID closures and restrictions in 2020 & 2021)

**Admissions** (Includes paid drop in admissions, membership use or swipes, and lobby games participation GACC only)

	2022				2019
Facility	Q1	Q2	Q3	Q4	Q2
GACC	7,617	10,340			10,807
GDAF	4,324	5,525			5,518
SAC	31,290	24,019			28,156
SCA	1,415	450			1,130
PHAFC	2,800	3,395			3,881
Total	<b>47,446</b>	<b>43,728</b>			<b>49,492</b>

### Facility Bookings/Rentals

#### Arenas

Prime Time: 3:00pm-midnight on school days and 8:00am-midnight on non-school days.

Non-Prime Time: 6:00am-3:00pm on school days and 6:00-8:00am on non-school days.

	Q1 2022			Q2 2022			Q2 2019
	Hours Booked	Hours Available	Usage Rate	Hours Booked	Hours Available	Usage Rate	Usage Rate
<b>GACC - ICE</b>							
Prime	535.25	823	65.04%	-	-	-	-
Non-prime	95.00	473	20.08%	-	-	-	-
<b>GACC ICE TOTAL</b>	630.25	1,296	48.63%	-	-	-	-
<b>SCA - ICE</b>							
Prime	613.25	1,083	56.63%	60.25	132.00	45.64%	56.23%
Non-prime	73.50	537	14.06%	12.75	48.00	26.56%	15.14%
<b>SCA - ICE TOTAL</b>	688.75	1,620	42.52%	73.00	180.00	50.56%	41.96%
<b>TOTAL – ICE</b>	<b>1,319.00</b>	<b>2,916</b>	<b>45.23%</b>	<b>73.00</b>	<b>180.00</b>	<b>50.56%</b>	<b>41.96%</b>
<b>GACC – Dry Floor</b>	-	-	-	129.00	1,150.50	11.21%	20.01%
<b>SCA – Dry Floor</b>	-	-	-	69.50	884.00	7.86%	8.63%

GACC: Q2 ice out and SCA: Q2 2019 – ice until April 28, Q2 2022 – ice until April 10

SCA: Q2 2019 – dry floor starting May 6, Q2 2022 – dry floor starting April 23

## Pools

	Q1 2022		Q2 2022		Q2 2019	
	Number of bookings	Hours booked	Number of bookings	Hours booked	Number of bookings	Hours booked
GDAF	7	11.00	55	77.00	42	70.00
SAC	162	322.75	111	231.75	273	349.83
PHAFC	0	0	6	8.75	2	2.00
<b>TOTALS</b>	<b>169</b>	<b>333.75</b>	<b>172</b>	<b>317.50</b>	<b>317</b>	<b>421.83</b>

## Multi-Purpose Rooms

Available Hours - Operating hours of Centre x No. of Rooms available.

Partner programs do not include the Joint Use Agreement, which will be reported on annually.

	Q1 - 2022				Q2 - 2022				Q2 2019
	Number of bookings	Hours booked	Available Hours*	Usage Rate	Number of bookings	Hours booked	Available Hours*	Usage Rate	Usage Rate
<b>GACC (Rooms 204, 209, 217 &amp; 219)</b>									
SCRD Programs	98	86.75		1.91%	207	163.15		3.55%	11.27%
Rentals	105	158.00		3.48%	99	234.50		5.10%	4.27%
Partner Programs	123	242.00		5.33%	172	454.00		9.87%	11.56%
<b>TOTAL</b>	<b>326</b>	<b>486.75</b>	<b>4,544</b>	<b>10.71%</b>	<b>478</b>	<b>851.75</b>	<b>4,602.00</b>	<b>18.51%</b>	<b>27.11%</b>
<b>SAC (Community Room and Fitness Room*)</b>									
SCRD Programs	131	164.50		7.08%	207	233.75		10.55%	14.42%
Rentals	13	13.00		0.56%	18	18.75		0.85%	0.32%
Partner Programs	26	32.50		1.40%	24	30.00		1.35%	1.81%
<b>TOTAL</b>	<b>170</b>	<b>210.00</b>	<b>2,323</b>	<b>9.04%</b>	<b>249</b>	<b>282.50</b>	<b>2,215.00</b>	<b>12.75%</b>	<b>16.55%</b>
<b>SCA (Community Room)</b>									
Rentals	2	4.00		0.25%	6	36.50		2.23%	5.77%
<b>TOTAL</b>	<b>2</b>	<b>4.00</b>	<b>1,620</b>	<b>0.25%</b>	<b>6</b>	<b>36.50</b>	<b>1,638.00</b>	<b>2.23%</b>	<b>5.77%</b>

\*Fitness Room at SAC closed June 21-25 inclusively.

**Registered Programs** (Includes only pre-registered programs. Drop-ins are counted with admissions.)

Season	Quarter	Dates
Winter	Q1	January 1 to March 31
Spring	Q2	April 1 to June 30
Summer	Q3	July 1 to August 31
Fall	Q4	September 1 to December 31

	Ice/Dry Floor Programs		Aquatic Programs		Fitness Programs		Totals	
SCRD Programs	Q2 2022	Q2 2019	Q2 2022	Q2 2019	Q2 2022	Q2 2019	Q2 2022	Q2 2019
No. of Registered Programs	50	1	32	48	25	58	102	107
No. of Cancelled Programs	45	-	2	8	1	25	47	33
No. of Spaces Available	20	20	377	521	268	539	678	1,080
No. of Spaces Filled	10	19	375	373	147	363	415	755
No. on Waitlist	0	0	156	183	5	3	45	186

- Programs only run if a minimum number of participants are reached.
- No. of spaces available is based on the maximum capacity permitted in a program.
- Aquatics swim lessons were full and waitlist numbers inflated due to customers adding their name to multiple waiting lists.

**Marketing – 2022**

Facebook	Reach*		Number of Followers	
	Q1 2022	Q2 2022	Q1 2022	Q2 2022
SCRD.Parks.Recreation	12,382	31,957	2,114	2,170
Pender Harbour	3,099	11,926	667	666

\*Reach is the number of people who saw any content for the specified Facebook page for the defined period of time.

	Q1 2022	Q2 2022
Number of E-Newsletter Subscribers	248	248
Comment Cards Received	44	76*

\*15 + 61 comment responses from the April Recreation Information Survey = total 76

The following performance indicators will be reported annually in the Q4 report.

- LIFE (Leisure Inclusion For Everyone) program and admission statistics
- JUA (Joint Use Agreement) statistics

## TRANSIT DIVISION [310]

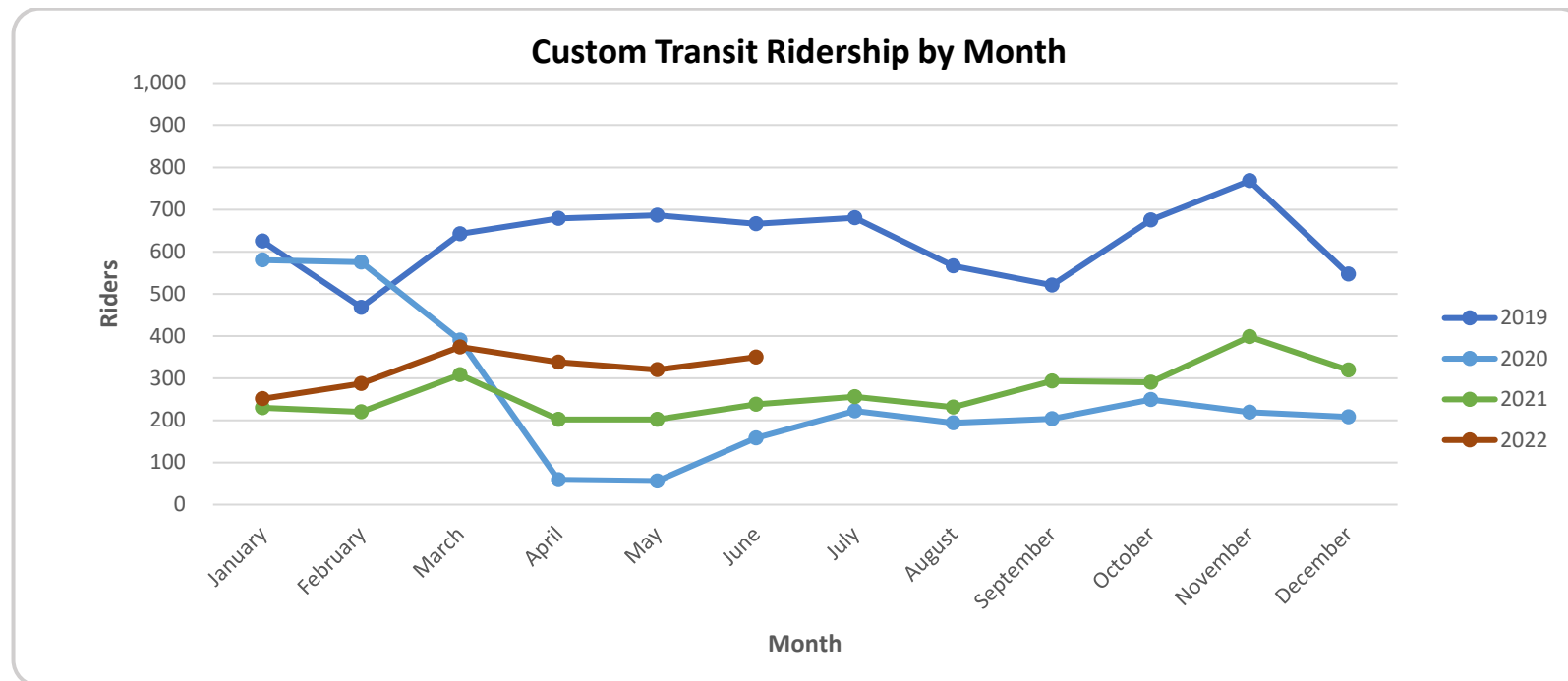
### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Transit Operations	Continue to provide conventional and custom transit services as per the Annual Operating Agreement with BC Transit	Ongoing	Service levels for conventional and custom transit maintained in Q2.
Transit Operations	Continue to provide enhanced cleaning and disinfecting of buses.	Ongoing	Enhanced cleaning service levels have been maintained in Q2.
Transit Operations	Ongoing recruitment, orientation and training of Transit Drivers to maintain service levels.	Ongoing	Two drivers hired and trained in Q2.
Transit Operations	In partnership with BC Transit, identify the gaps in service levels between operations and the new BC Transit Operations Standards manual.	Q1-Q4	New standards manual available on BC Transit's HUB website. The SCRd are working with BC Transit to understand how these new standards will affect operations and budgets and should have more clarity and understanding in Q3.
Transit Future Action Plan (TFAP)	In partnership with BC Transit, completion of the Transit Future Action Plan review.  Implementation strategy for the revised priorities identified in the TFAP update.	Completed Q2	The Transit Future Action Plan was adopted by the Board on May 12, 2022 as a planning tool for future transit expansion.
Bus Shelter Program Development	To develop a bus shelter program that includes: <ul style="list-style-type: none"> <li>- current inventory and asset condition assessments</li> <li>- standards for bus shelters</li> <li>- implementation plan (phased approach)</li> <li>- budget implications (capital, operational, asset replacement)</li> <li>- Identification of possible funding opportunities</li> </ul>	Q2-Q4	Not started.
Custom Transit Review	Depending on BC Transits capacity to partner, conduct a Custom Transit Review.	Q3-Q4	Not started.
Bike Locker Program	Provide recommendation on future of Transit Bike Locker program.	Completed Q2	Asset disposal process completed and lockers were sold on June 10, 2022 and removed from site.
Website Updates	As per the corporate initiative to update the website, Transit will need to assign resources to populate and update the new website pages	Q2-Q3	Not started.

## Key Performance Indicators:

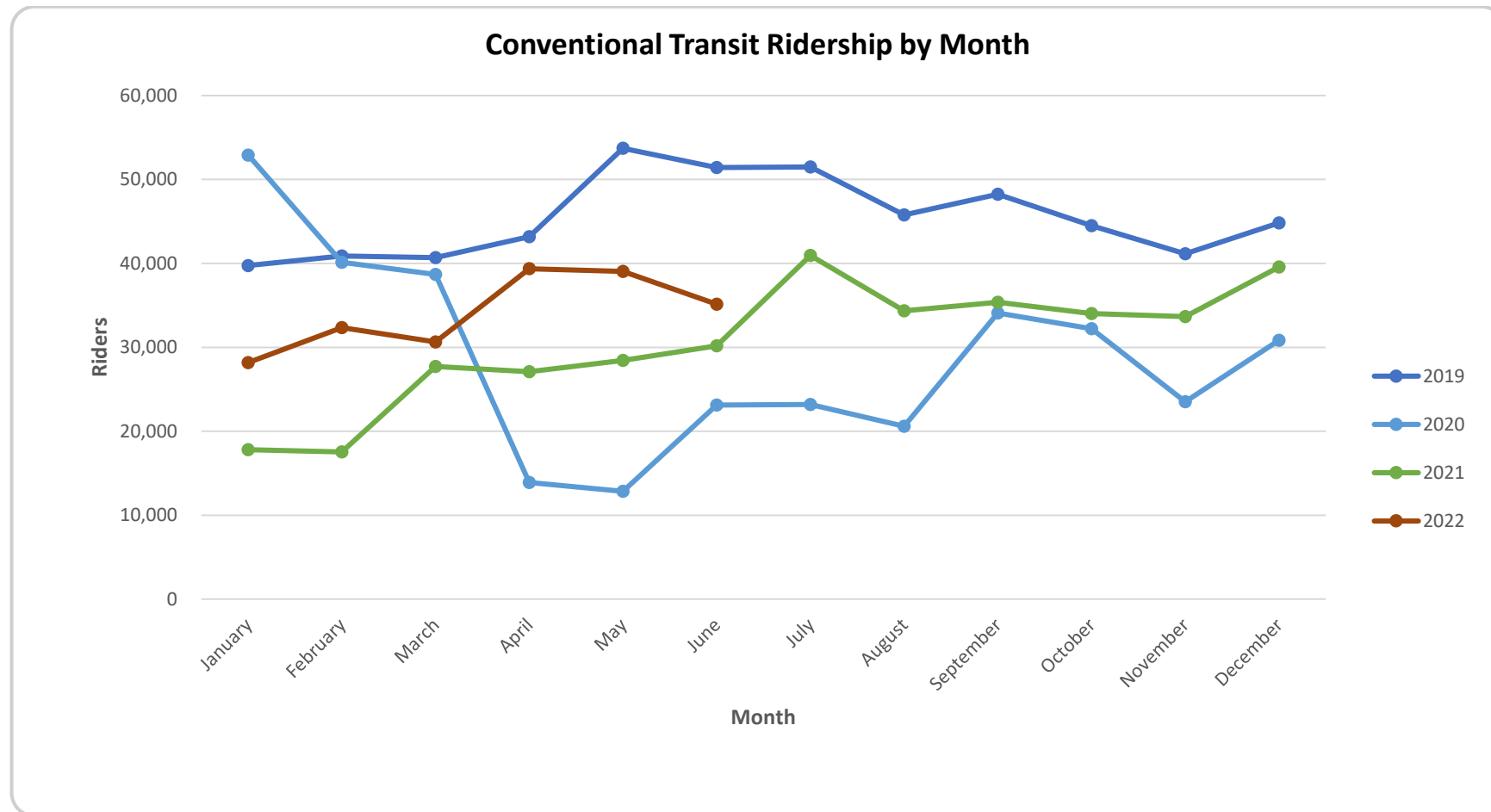
### Transit Ridership

The average monthly ridership for custom buses throughout the spring was 336 trips which represents a 50.37% decrease of average monthly trips from the pre COVID spring of 2019 and a 57% increase of average monthly trips from the same reporting period in 2021.



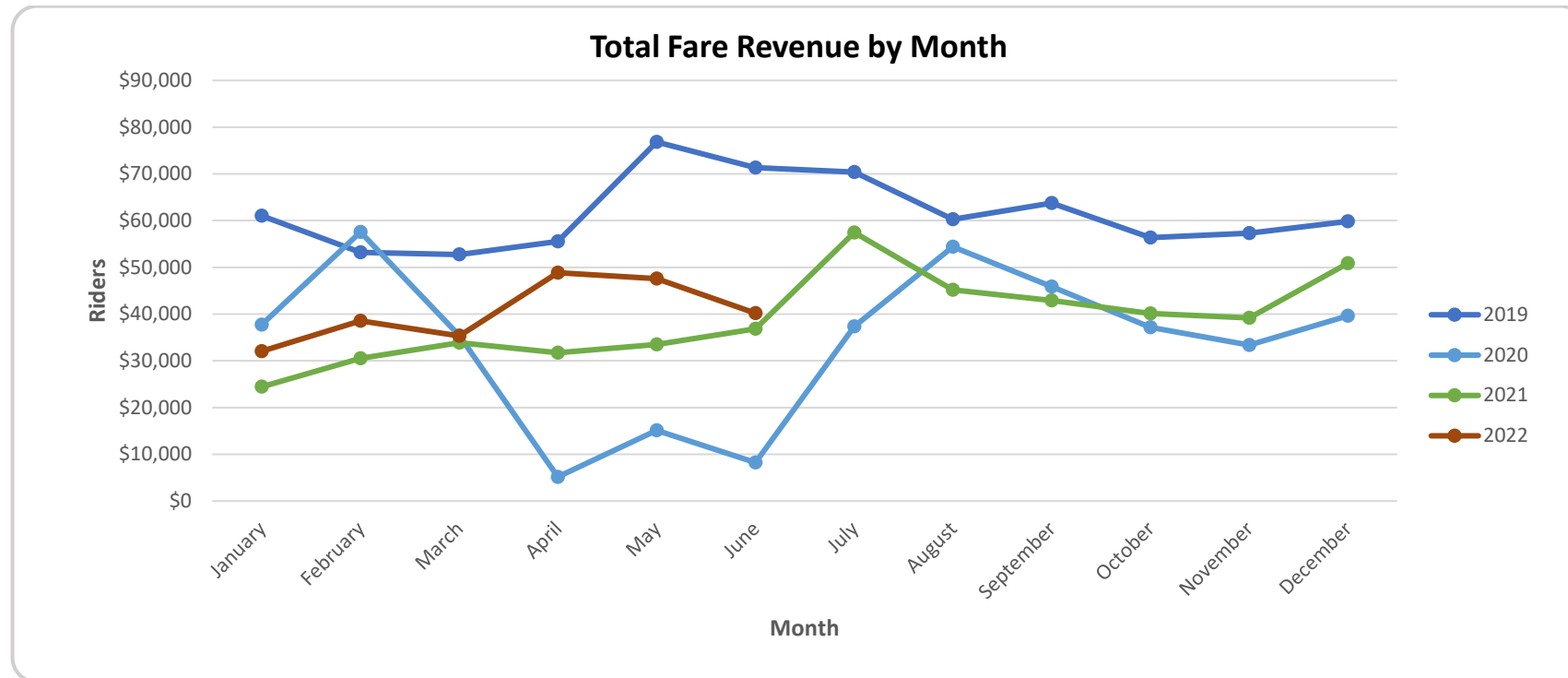
*\*Includes all data received from BC Transit to date*

The average monthly ridership for conventional buses throughout the spring was 37,858 trips which represents a 23.43% decrease of average monthly trips from the pre COVID spring of 2019 and a 32.48% increase of average monthly trips from the same reporting period in 2021.



\*Includes all data received from BC Transit to date

**Transit Fare Revenue** - Revenue has decreased 32.93% from the same reporting period pre COVID in 2019 and increased 33.8% from the same reporting period in 2021.



*\*Includes all data received from BC Transit to date*

#### Emerging Issues:

- Second transportation superintendent hired April 17, 2022.
- BC Transit Nextride 2.0 software installed in all conventional buses and all staff trained on how to use.
- BC Transit mandatory Freedom of Information (FOIPPA) training started June 2022. All transit staff are required to complete.

## FLEET DIVISION [312]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Fleet Operations	Conduct annual Commercial Vehicle Inspections	Q2-Q3	Ongoing.
Fleet Operations	Conduct annual fleet inspections on all BC Transit Buses	Q3-Q4	Not started.
Fleet Operations	Annual fleet servicing of SCRD generators	ongoing	Ongoing.
Fleet Operations	Preventative and scheduled maintenance of SCRD vehicles and equipment	ongoing	Annual maintenance is ongoing and service levels are being maintained.
Fleet Management	Begin to develop the scope of a Corporate Fleet strategy.	Q3-Q4	Not started.

### Emerging Issues:

- Fleet started to purchase gasoline using BC Transit contract in April which provides a reduction in costs to the SCRD.
- Light post and light installed in Mason Yard near Fleet building on May 24, 2022.



## PORTS AND DOCKS DIVISION [345 & 346]

### Progress on Priorities from 2022 Service Plan Lite

Core Service/Project	Goal	Timeline	Progress
Routine preventative maintenance and minor repairs	Completion of annual inspections / repair visits completed through a master service agreement (3x/yr).  Sustainable, cost-effective asset management and prevention of service interruptions	Ongoing	Second round of 2022 inspections were conducted in June and July for all ports. List of suggested maintenance submitted to SCRD staff for review. Next and final round of inspections for 2022 will take place in September.  SCRD staff participated in a tour of all ports with the contractor in Q2.
Public information on docks/moorage	Provide timely, reliable information to residents and visitors about SCRD ports.	Ongoing	Ongoing as required.
Community cooperation and knowledge sharing	Support an effective Ports Monitors Committee (POMO), and host meetings 2x per year.	Ongoing	POMO met on May 17, 2022.
Asset management	Completion of a major inspection of all nine ports will identify priorities for repair and replacements to maintain the asset.  Collection of valuable information to populate an asset management plan.	Every 5 years	Planning to conduct major inspections this year, however, costs for have increased. Will likely be able to complete ½ this year, with a budget request for the remaining docks in 2023.  Work on the capital asset plan as started.
Capital improvement projects	Complete capital replacement carry forward projects adhering to environmental regulations and limiting service disruption.	2022/2023	Major inspections are intended to contribute to an asset renewal plan and identify priorities for capital investment. Carry forward projects will be reviewed for prioritization and completion.
Facilitate and support the provision of public docks (New Brighton Dock)	In partnership with the Squamish Nation Marine Group, and Gambier Island Community Association, facilitate a community conversation regarding the New Brighton dock and conduct any studies required in the process.	2022	Continued discussions with Gambier residents and Squamish Nation (Nch'kaŷ Development Corporation). Will include New Brighton Dock in the docks to have major inspections completed this year to gain a better understanding of long-term capital renewal impacts.

#### Reviewed by:

Manager	X – A. VanVelzen X - K. Clarkson X – G. Donn X – J. Walton	Finance	
GM	X – S. Gagnon	Legislative	
CAO	X – D. McKinley	Other	

**SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

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**TO:** Committee of the Whole – September 8, 2022

**AUTHOR:** Remko Rosenboom, General Manager, Infrastructure Services

**SUBJECT:** **INFRASTRUCTURE SERVICES DEPARTMENT – 2022 Q2 REPORT**

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**RECOMMENDATION(S)**

**THAT the report titled Infrastructure Services Department – 2022 Q2 Report be received for information.**

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**BACKGROUND**

The purpose of this report is to provide an update on activities in the Infrastructures Services Department for the second quarter (Q2) of 2022: April 1 – June 30, 2022.

The report provides information from the Water and Wastewater, and Solid Waste services provided by the several divisions within the department.

This report does not provide a detailed overview of all projects within the Department, more detail is included in the Budget Project Status Report and is frequently presented to the Board.

***Utilities Services Division [365, 366, 370]***

The Utilities Services Division serves three water service areas, the North Pender Water Service Area [365], the South Pender Water Service Area [366], and the Regional Water Service Area [370]. The Regional Water Service Area includes the Chapman water system as well as the smaller systems of Egmont, Cove Cay, Granthams Landing, Soames Point, Langdale, and Eastbourne. The Utilities Services Division is also responsible for 18 wastewater facilities in Areas A, B, D, E, and F.

The Sunshine Coast Regional District (SCRD) water systems supply potable water to approximately 23,000 residents between Egmont and Langdale. This includes operations and maintenance of the Langdale, Soames Point, Granthams Landing, Eastbourne (Keats Island), Chapman/Gray Creek including the Chapman Creek Water Treatment Plant, the South Pender Harbour Water Treatment Plant, Cove Cay, Egmont and the North Pender Harbour Water Systems. In addition to water for drinking, these water systems supply potable water used for fire protection, recreation (pools and ice rinks), industrial use and irrigation.

Combined, the SCRD water systems consist of over 382 km of watermain, 24 storage reservoirs, 20 pump stations, 38 pressure reducing valve stations, 1,422 fire hydrants, 6 chlorination stations, 12 water treatment facilities, 18 water service areas and approximately 11,516 water connections.

The Quarterly Report includes information about larger capital works projects, and noteworthy program developments, as well as, monthly water distribution volumes for all water systems.

## PROJECTS - CAPITAL WORKS

### *Watermain Replacement Program*

- Chaster Road Watermain Replacement
  - The installation of approximately 750 m of 200 mm ductile iron watermain on Chaster Road is complete. Asphalt pavement restoration completed. Project is substantially completed.
- Henry Road Watermain Replacement
  - The final design and construction drawings are complete for the replacement of the asbestos cement watermain along Henry Rd, north of Reed Road. Due to unexpected delays in the construction of the Chaster Road watermain, replacement of the Henry Road watermain has been deferred and will now be completed in winter 2022.
- Eastbourne Watermain Burying
  - The construction drawings are complete for the replacement and burying of the above-ground 2 inch PVC pipeline on Keats Island. Project construction is scheduled to be initiated in 2023.
- San Souci Bridge Watermain Replacement
  - This project provides for the relocation of the waterline from underneath and within the bridge structure to a new alignment adjacent to and parallel to the bridge. Preliminary design and specifications are currently under review by SCRD staff. Construction is expected to occur in Q4, 2022.
- Wescan Marine Crossing Watermain Replacement
  - This project provides for the replacement of the marine crossing watermain between Wescan Road and Sans Souci Road in Secret Cove. All works in the water are completed. Above ground work and tie-in works to be completed in Q4. Additional design and construction will be needed due to unforeseen tie-in conditions on the Wescan side. The associated costs can be absorbed within existing budget.

### *Water Projects*

- Groundwater Investigation – Phase 4B Church Road Well Field Construction
  - Phase 4A was tendered in November 2021 and the construction contract was awarded at the January 13, 2022 Board meeting. Construction is nearing completion, with the majority of the work scheduled to be complete by mid-September. However, due to global supply chain issues, there have been delays in fabrication and delivery of some key components of the water treatment plant which will delay commissioning of the plant until early 2023. A more detailed project-update is included in a separate report on this Committee agenda.
- Groundwater Investigation Phase 3 – Part 2: Langdale Well Field Development and Maryanne West Park Monitoring
  - Langdale Well Field Development: The design services and well drilling contract was awarded in November 2021. During Q1 2022, the start of the well development activities were pending issuance of the archaeological

permits. These have been obtained early Q2 2022 which would allow for a water licence application submission to be completed in Q4 2022. Test well No. 1 is fully developed and development of test well No. 2 is underway. Test well No. 2 will be complete in early September and pump testing will be in mid-September 2022.

- The development of the Request for Proposal (RFP) for Maryanne West Park Well Development project is currently scheduled to be initiated in fall 2022.
- Eastbourne Groundwater Development
  - Staff are in consultation with ISL Engineering to establish three new test well locations to test and analyse ground water availability. The SCRD has abandoned the option with the private well. Test well to be completed Q4 2022. The project completion is anticipated by Q1 2023.
- Raw Water Reservoir(s) – Feasibility Study Phase 4
  - Early 2022 the consultation with First Nations on the land tenure for the geotechnical drilling component of this project was completed and the consultant is working to secure the final required permits. The geotechnical drilling and subsequent analysis and reporting is expected to be complete by late Q4 2022.
- Water Meter installation – Phase 3
  - Staff are working on drafting the resourcing plan and tender documents for the support of contractors with the installation of the over 4800 water meters within the District of Sechelt is expected to start early 2023 and could take at least one year to complete.
- Chapman, Edwards, McNeill Lake and Saddle Dam Safety Upgrades
  - This project is intended to complete the technical assessments, permitting and design of the required safety upgrades to these three dams. Design drawings are currently under review by the SCRD. Due to the extended period in procuring the necessary environmental permits, the Chapman, McNeill, and Edwards Lake construction tendering is deferred into 2023.
- Chapman Water Treatment Plant Chlorination Project
  - This project is intended to replace the chlorination system at the Chapman Water Treatment Plant. The project is currently under construction. Project completion is anticipated for late Q4 2022.
- Chapman Creek Water Treatment Plant UV Upgrade
  - The new UV system will be designed for redundancy, while the current UV system only employs a single UV module, the regulatory requirement is to have multiple UV systems to allow for redundancy in case of failure of a single unit. A contract award for the engineering consulting services has been awarded. Preliminary design and cost analysis have been completed with the total project cost exceeding the current budget. 50% of the design work will continue into Q3 2022 with a focus of identifying efficiencies to the design to reduce the overall cost. A budget proposal will be brought forward

for budget 2023 with construction and installation work to be completed in Q3-Q4 2023.

- Chapman Creek Water Treatment Plant Residual Disposal and Planning
  - The Chapman Creek Water Treatment Plant produces residuals from the water treatment process which get released into holding ponds. In collaboration with the shíshálh Nation and Lehigh Hanson, a temporary measure is in place to avoid overflow during the fall, winter and spring seasons. A RFP for the development of a long-term residual management feasibility plan was advertised and has been awarded. A short-term plan to manage the existing residuals has been completed. A more detailed project-update is included in a separate report on this Committee agenda.
- Chaster Well Surface Seal
  - The preliminary design is complete and drafting of the tender documents is currently scheduled for Q4 2022 followed by construction in Q3 2023.
- Cove Cay Pump Station Rebuild
  - The Cove Cay Pump Station needs upgrades such as a new roof, siding and interior work. All existing pump station interior infrastructure requires upgrading including the pump, motors, controls and fittings. A new intake line should also be considered as part of this upgrade as the current line is shallow and made of inferior piping. Road access to this pump station is challenging to drive on and a hard surface such as concrete or asphalt is proposed. Preliminary planning for this project has begun. Due to staffing workload, upgrades are to take place in late 2022 or early 2023.
- Reed Road Pump Station Zone 4 Upgrade
  - The primary objective of this project is to increase the fire flows in the Cemetery Road area. Preliminary design is underway and construction is expected to take place in 2023.
- Garden Bay Water Treatment Upgrade Feasibility Study
  - The Feasibility study to upgrade options to the current treatment system to deal with the current water quality concerns is expected to be completed in Q4 2022. This will include recommendations for the specifications for a back-up suitable generator for the treatment plant that is to be purchased installed.

### ***Wastewater Projects***

- Woodcreek Wastewater Plant
  - The findings of a condition assessment was presented at the November 19, 2020 Infrastructure Services Committee meeting. Staff applied for Provincial/Federal grant funding and were informed in early May that the project grant application was awarded in the amount of \$769,000.

On July 20, Patrick Weiler, MP for West Vancouver-Sunshine Coast-Sea to Sky Country, SCRD Board Chair, Darnelda Siegers, and SCRD Director Donna McMahon, highlighted a federal investment of \$461,400 and a

Provincial investment of \$307,600 to complete upgrades to the Woodcreek Park Wastewater Treatment Plant.

By repairing, reconfiguring, and replacing piping, tanks, and other components, the project will increase the quality of wastewater treatment at the plant. Improvements will be made to the collection and distribution which will ensure the system complies with provincial regulations. A RFP for construction is expected to be issued in Q4 2022.

- Square Bay Wastewater Plant Infiltration
  - More repairs to the collection system are required to avoid future non-compliance incidents. This work is ongoing.
- Roberts Creek Co-housing Wastewater Plant
  - Staff are completing work required to improve effluent quality and correct design errors. Monitoring and adjustments continues to improve the wastewater plant process and effluent quality.

On June 20, 2022, the Ministry of Environment and Climate Change Strategy (MOE) provided the SCRD with a Notice Prior to Determination of Administration Penalty notification. The notice identified a preliminary penalty assessment of \$25,000 related to failure to comply with Section 75(1) (effluent quality) and Section 86 (monitoring requirements) of the Municipal Wastewater Regulation related to 2020-2021 operations. Staff initiated the MOE Opportunity to be Heard (OTBH) to provide additional information that was considered in the assessment of the penalty. Information was forwarded to the MOE by August 12, 2022.

On August 22, 2022, in response to the OTBH the MOE provided the SCRD with a Determination of Administration Penalty notification and Penalty Assessment Form (PAF). The PAF identified that the administration penalty has been adjusted to \$9,000. Reductions in the administration penalty were due to the SCRD committing significant financial resources, ongoing efforts to resolve effluent quality, funding challenges and recent sampling frequency. The SCRD has the right to appeal or submit payment for the administration penalty within 30 days.

- Langdale Wastewater Plant
  - In February 2022, a grant application was submitted for funding support for required upgrades to this wastewater treatment plant under the Investing in Canada Infrastructure Program-British Columbia-Green Infrastructure-Environmental Quality Program. While the announcement of the result of this application is not expected until early 2023, staff is continuing negotiations with the YMCA and will undertake technical assessments preliminary design work.

### **Water and Wastewater Service Reviews**

The table below provides an overview of the development projects that the Utility Services staff are currently reviewing for impacts to water and wastewater services. A significant amount of these will include extensions to the water distribution system, upgrades to existing systems or the construction of new wastewater treatment plants.

<i>Water/Wastewater Development Under Review</i>	
Gower Point Road: 2 lots, water	Derby Road: multi-unit development, water
Bonniebrook: 15 lots, water	Shoal Way/Lighthouse Ave: 40 lots, water
Castle Road: 15 lots, water	Selma Park Road: 107 lots, water
King Road: 7 lots, water	Havies Road: 99 lots, water
Grandview Road: 12 lots, water	Tyler Road: multi-unit development, water
Grandview Road: 2 lots, water	Tower Road: 50 lot subdivision, water
Reef Road: 42 units, water	Redrooffs Road: 6 lots, water
Binnacle Avenue: up to 605 lots/units, water	Redrooffs Road: 50 lots, water/wastewater
Wharf Road: 6 lots, water	Lily Lake: 14 units, water/wastewater
Truman Road: 51 lots, water/wastewater	Bligh Road: 8 lots, water
Mills Road/Bligh Road: multi-unit development, water	Marine Way: 3 lots, water
McCourt Road: multi-unit development, water	Lee Road: 65 lots, water/wastewater
McCourt Road: 5 lots, water	Lee Road: 8 lots, water/wastewater
Dusty Road Development: water	Tudor Grove: 16 lots, water
Ripple Way: 15 lots, water	Chapman Road: 13 lots, water
Inlet Avenue: 57 units, water	Acorn Road: multi-purpose development, water
Ripple Way: 28 lots, water	Chapman Road: 13 lots, water
Fairway Avenue: 15 lots, water	Millner Road: 2 lots, water
Ripple Way: 28 lots, water	Camp Road: 2 lots, water
Nickerson Road; 2 lots, water	Inlet Avenue: 57 units, water
Acorn Road: Phase 1, multi family	Ripple Way: 28 lots, water

Note:

- The listed developments are in different stages of development; some are conceptual and there are no development applications submitted yet (e.g. the Binnacle Avenue development). Other developments permits and water service applications are actively being reviewed (e.g. Havies Road).
- As both Utility Engineering Technician positions are currently vacant, the processing timelines for these types of applications has been substantially impacted. Alternative options to advance this type of work are currently being explored.

### **Water Conservation Programs**

- Approximately 515 residents are subscribed to the Monthly Water Use Update for properties with a water meter. Information about signing up was shared through regular quarterly leak letters and communications about water conservation.

- Leak notification letters were sent to 276 residents in June. In addition, any commercial customers with a water leak received a notification on their quarterly utility bill.
- Rainwater Harvesting Rebates supported 15 new rainwater systems in Q1 and Q2 2022.
- Water Meter Programs
  - Training and testing of the Neptune 360 meter reading software commenced in Q2 2022. Staff intend to use the new software within billing procedures for commercial water customers in Q3 2022.

### ***Water Planning and Policy Development***

- Regional Watershed Protection Service Feasibility Study
  - As directed by the Board, staff sent letters to other governing authorities seeking feedback on a watershed protection service business case presented to the SCRD Board in March 2022.
- Water Strategy
  - The SCRD is developing a Water Strategy, a public-facing document that will set direction and priorities for SCRD water services to ensure a safe and reliable long-term water supply for the region. Staff engaged the community between May 9 and June 30, 2022. During the eight-week engagement period, staff hosted one open house, seven small group roundtable discussions, one key sector workshop, and meetings with staff from District of Sechelt and Sechelt Indian Government District. The purpose of this engagement period was to gather feedback on the development of the Water Strategy, including a proposed commitment statement, guiding principles, focus areas and tactics. An engagement summary report will be completed during Q3 2022. For more information on the engagement, visit [letstalk.scrd.ca/water-strategy](http://letstalk.scrd.ca/water-strategy).
  - The Water Supply Advisory Committee (WASAC) two-year term ended with the final committee meeting taking place on May 16, 2022. Applications for the second WASAC term launched in late Q2 and the SCRD will make appointments in Q3 2022. A key purpose within the committee Terms of Reference is to support the development and implementation of the SCRD Water Strategy.
  - Staff will develop a draft Water Strategy in Q3 and Q4 and plan to launch a second engagement period early 2023 to seek feedback on the draft strategy.
- Farm Engagement
  - In early 2022, the SCRD Board directed staff to engage farm properties on proposals that seek to clarify Bylaw 422, specifically the definition for farms and which properties qualify for exemptions from water conservation regulations.
  - Staff ran a targeted engagement between May 5 and June 30, 2022 that included an information session and circulated an information package to affected stakeholders. Staff reached out to 52 farm properties.

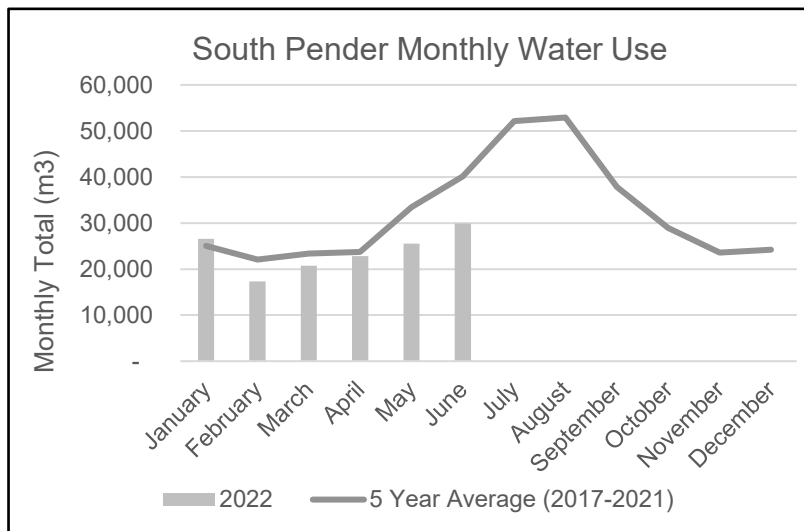
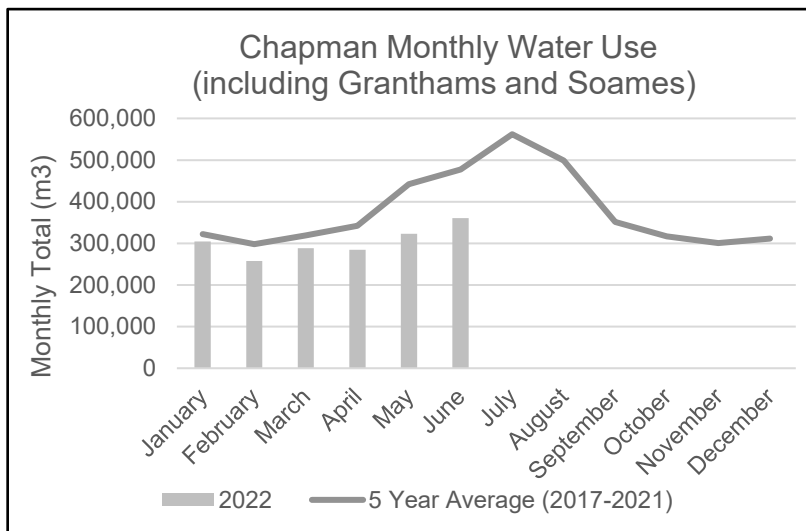
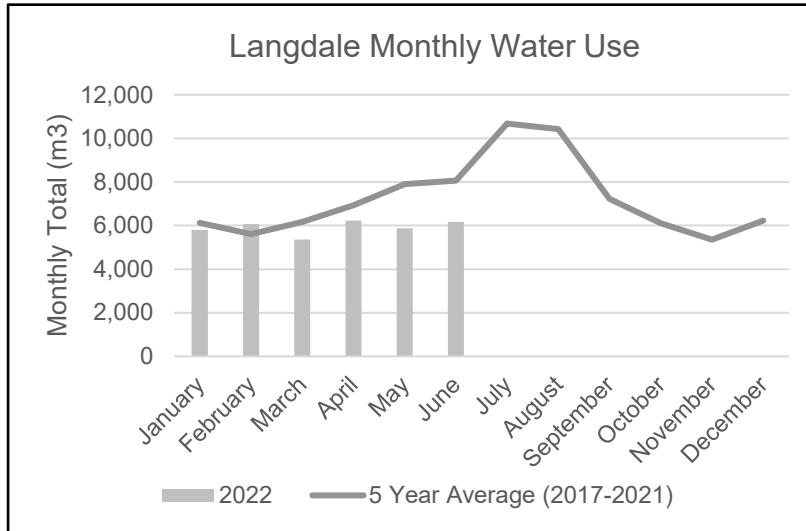


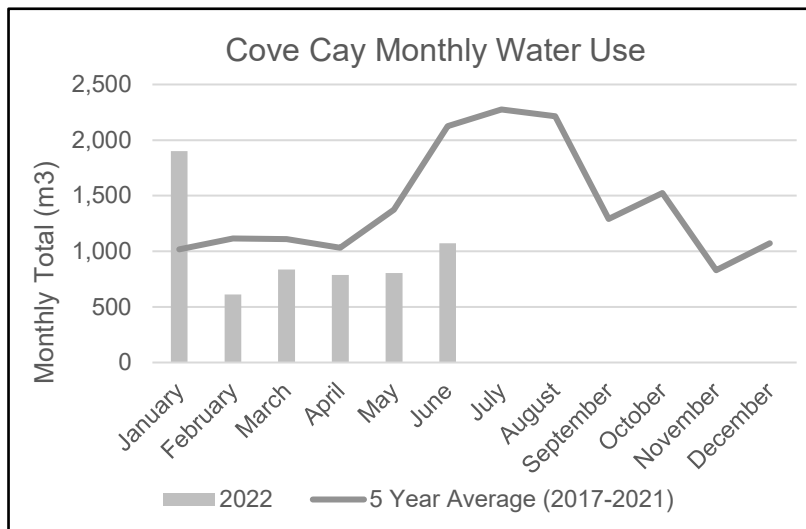
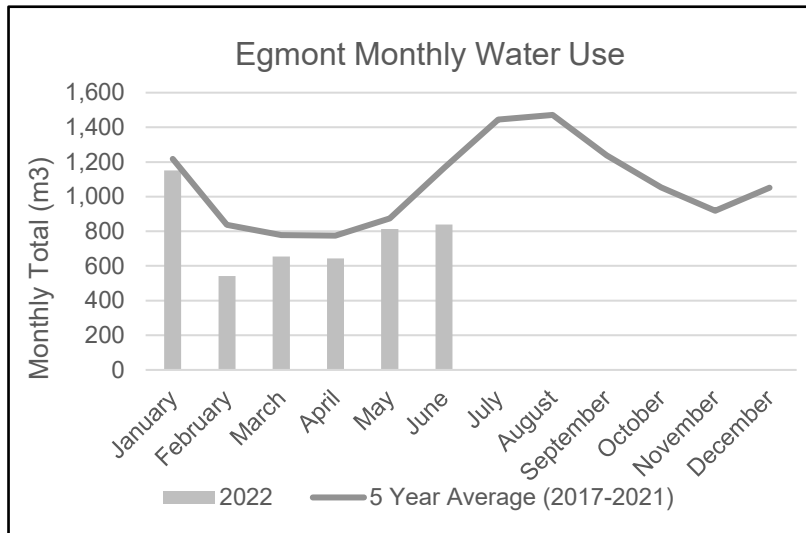
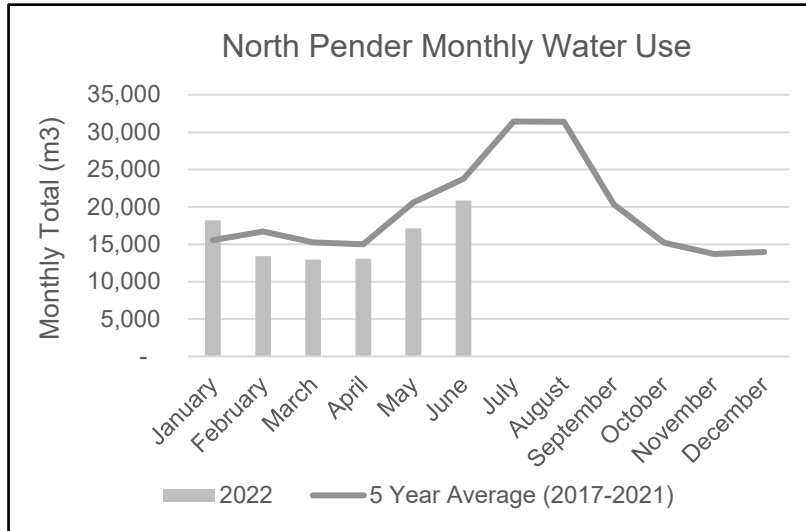
- Staff are compiling feedback received into an engagement summary report and determining how to incorporate feedback into the proposals. In that context, staff are reviewing the SCRD Agricultural Area Plan that aims to support regional food security and emphasizes the importance of water conservation approaches to ensure that water (potable and non-potable) is not “a barrier to food production”. To date staff have not been able to confirm that specific actions were undertaken by the SCRD and/or other parties to implement the policy objectives and strategies associated with agricultural water use included in this plan. Given that this plan is currently eight (8) years old and the water supply context on the Sunshine Coast has changed significantly since, confirmation from the Board on these policy objectives and strategies is desired. Some of the options considered by staff or suggested during the engagement process would support or would contradict the policy objectives as included in the plan. Besides, more clarity is required on the SCRD’s role in supporting the various actions that were identified related to policy and implementation of incentives, best management practices and other programs related to farm water use. Staff will therefore seek Board direction at a future committee meeting on policies and strategies related to agricultural water use included in the SCRD Agricultural Area Plan. Staff will also bring forward an engagement report and summary to a future committee meeting. Based on any direction received staff would subsequently propose options to amend Bylaw 422 accordingly with the intent to have those implemented as much as possible in time for the 2023 growing season.
- In the context of the current Stag 4 Water Conservation regulations in place for the Chapman Water System it should be noted that under Bylaw 422, Farms (Class 9 under the BC Assessment Authority Act) that are paying a metered rate for water are permitted to use water conservatively until September 14, 2022, and that essential water for livestock is exempt from Stage 4. Stage 4 is a near-emergency situation that limits outdoor water use and prioritizes essential uses of treated water for human health, fire protection, and environmental flow requirements.

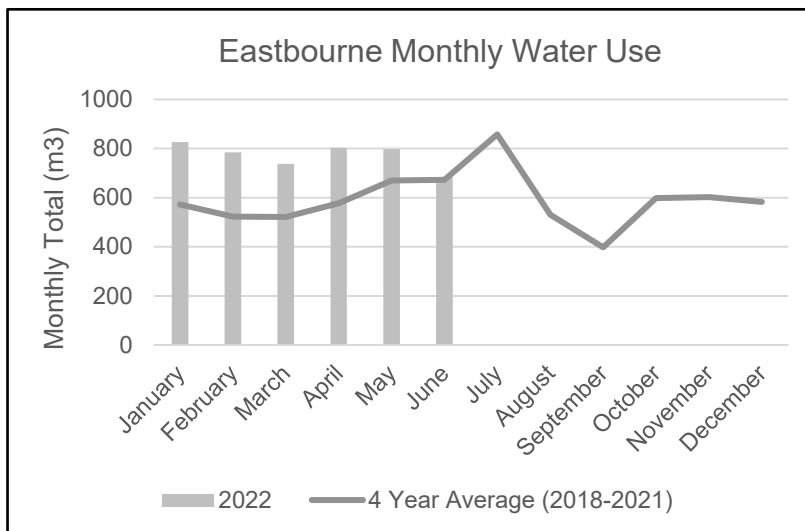
## **OPERATIONS - WATER DISTRIBUTION SYSTEMS**

### ***WATER USE PER WATER SYSTEM***

The following graphs show the 2022 monthly total water use per water system managed by the SCRD. Each graph presents the average monthly water use over the past 5 years (2017-2021).

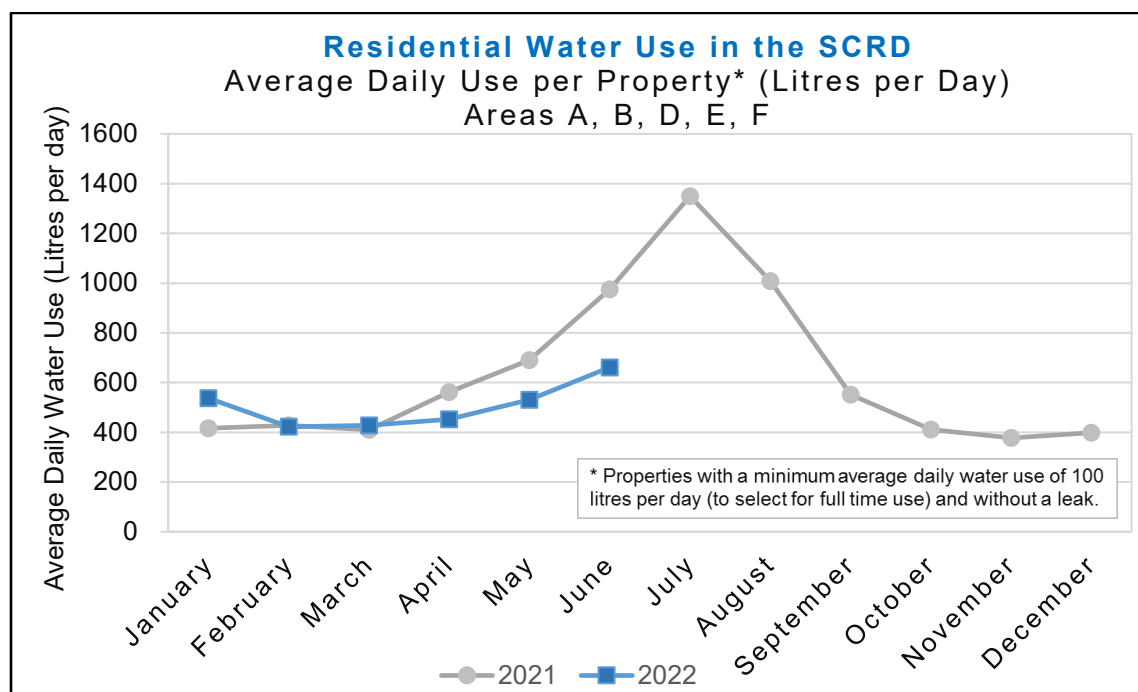






### RESIDENTIAL WATER USE

Residential water use is trending near normal winter levels, with properties averaging 548 litres per day in Q2 2022.



### Solid Waste Services Division [350, 355]

The Solid Waste Services Division provides solid waste management for the Sunshine Coast. In British Columbia, Regional Districts are mandated by the Provincial *Environmental Management Act* to develop Solid Waste Management Plans. The SCRD's 2011 Solid Waste Management Plan (SWMP) guides how the SCRD manages its solid waste including waste diversion programs, services and disposal activities.

The division oversees the operation and maintenance of the Sechelt Landfill and the Pender Harbour Transfer Station. The division also maintains the contracts for curbside garbage and food waste collection services for Electoral Areas B, D, E and F, three recycling depots and green waste recycling program.

The SCRD adopted the Regional Organics Diversion Strategy in January 2018. The goal of the Strategy is to develop a financially sustainable roadmap that will lead to a robust, region-wide organics diversion program.

The quarterly report provides an update on current projects, diversion programs, services and monthly statistics.

### ***Solid Waste Projects***

#### ***Future Waste Disposal Options***

Staff retained the services of Sperling Hansen Associates (SHA) to conduct a second opinion on the final results of the *Future Waste Disposal Options Detailed Analysis* to confirm the feasibility of developing a new landfill within the region, as directed by the Board. SHA will confirm the feasibility of developing a landfill site at the identified three sites in Halfmoon Bay and complete a preliminary scan of the region to identify if there are additional feasible sites. Staff anticipate this analysis will be completed by early Q1 2023 and will present the results at a future Committee of the Whole meeting.

#### ***2011 Solid Waste Management Plan Amendment***

Staff submitted the application to amend the 2011 SCRD Solid Waste Management Plan (SWMP) to the Ministry of Environment and Climate Change Strategy (MOE) in May 2022. The purpose of the amendment is to add the option to export waste out of the region to a third-party facility should the Sechelt Landfill reach capacity before a new long-term option is operational. Staff anticipate hearing a response from MOE regarding the application within one year.

#### ***Solid Waste Management Plan Review and Update***

A RFP seeking a qualified service provider to support the SWMP review and update process closed on May 13, 2022 and the contract was awarded to Morrison Hershfield Limited (MH). The update process will take about two years and includes engaging with the community on guiding principles, targets, programs and services, and a long-term waste disposal option for the region. The project initiation meeting with MH will take place in early Q3 with engagement beginning in mid-2023.

#### ***Waste Composition Study***

The Waste Composition Study of residential and commercial solid waste commenced in Q2. The first of two sampling events took place in May and the second sampling event will take place in October. Staff will use the information generated from this study to inform decisions on solid waste management practices.

#### ***Sechelt Landfill Public Drop-off Area Construction Project***

Staff hosted a grand opening event on May 26 to mark the completion of the construction project for the new public drop-off area at the Sechelt Landfill. The feedback from the public has been

positive. Staff will continue to make minor improvements to the site to improve efficiency and safety.

#### *Sechelt Landfill Stage H+ Closure*

The Design, Operating and Closure Plan (DOCP) for the Sechelt Landfill requires that the landfill be progressively closed as it reaches full capacity based on final height and will no longer receive waste disposal. The Stage H+ closure consists of applying final cover to an area on the north, south and west slopes. Staff are currently working on updating the DOCP that may result in changes to the design of the H+ closure. Once the DOCP has been updated staff will initiate a report to the board in Q2 2023 with new timelines and plans for Sechelt Landfill.

#### *Clear Bag Survey*

The Board directed staff to conduct a survey on the support and concerns of implementing a clear bag requirement as an additional means to enforce the organics landfill disposal regulation which will be enforced as of October 1, 2022. Due to communication and engagement priorities associated with the Water Strategy, Drought Response Plan, climate change and the overall workload for the solid waste and communication teams, the engagement has been postponed to late Q4 2022.

#### *Biocover Feasibility Study - Phase 2*

The SCRD identified a biocover as a potential final cover for the Sechelt Landfill when it closes in mid-2025. A biocover is a type of landfill final cover that is designed to oxidize methane emissions into carbon dioxide to reduce greenhouse gas (GHG) emissions. A Sechelt Landfill Biocover Feasibility Study Phase 1 was undertaken in 2020 which concluded via a desktop study that a biocover would provide economic benefits to the SCRD and community and provide significant GHG emission reductions.

Staff have developed a RFP for Phase 2, a pilot study where a biocover will be added to a small portion of the Sechelt Landfill and monitored over a one-year period. In Q2, staff developed a Partnership Agreement outlining that the District of Sechelt (DOS) agrees to provide the SCRD biosolids to complete the Phase 2 pilot and the final cover, should the SCRD decide to pursue a biocover for the final cover. The District of Sechelt has indicated they are supportive of the SCRD using their biosolids, however, the agreement has not been signed due to the DOS needing to confirm a long-term storage solution for these biosolids.

The RFP for Phase 2 is anticipated to be issued in Q2 2023, pending the approval of additional funding as part of the 2023 Budget process.

### **SOLID WASTE PROGRAMS**

#### *Metro Vancouver Municipal Waste Reduction Coordinator Committee (MVMWRCC)*

Staff attended a MVMWRCC meeting on May 18, 2022. At this meeting, updates were provided on campaigns for Food Scraps Recycling and a Waste Composition Study conducted in 2021 for multi-family residences.

On June 2, 2022, Metro Vancouver presented on work being done to promote a Regional Food Recovery Network in Metro Vancouver.

#### *British Columbia Product Stewardship Council (BCPSC)*

Staff attended BCPSC meetings on May 18 and June 21, 2022. Information was provided by the Recycling Council of BC (RCBC) on upgrades they are working on to improve their services. Staff from the province informed attendees that Recycle BC and Product Care are looking to start consultation on parts of their stewardship plans in late 2022 and the MOECCS is looking to conduct engagement on their five-year action plan.

*Disposal regulation for food waste, food soiled paper and paper*

Outreach and education associated with the regulation for the landfill disposal of food waste, food soiled paper and paper began in May 2022. The outreach focused on informing residents, businesses and institutions about the new regulation.

*Islands Clean Up*

Planning for the 2022 Islands Clean Up that will take place in July and August has been underway. Outreach to residents was initiated in April. For the 2022 event season residents will be able to recycle scrap metal, household recycling, fridges, freezers, mattresses and dispose of garbage. The events will begin on July 9 and end on August 13.

*Waste Reduction Initiatives Program*

The 2022 Waste Reduction Initiatives Program (WRIP) will launch this summer, with applications accepted in September 2022. Staff have developed a communications plan to reach out to multiple community groups within the SCRd and member municipalities.

*Home Composter Rebate Program*

The Home Composter Rebate Program launched in May to coincide with compost awareness week. Just under half of the funding has been allocated. Staff will continue promoting the program through the summer. The last day to apply is September 1, 2022.

*Backroad Trash Bash*

The 2022 Backroad Trash Bash is scheduled for September 24<sup>th</sup> and will be based at Shirley Macey Park and Field. Staff will be focusing clean ups in Elphinstone and West Howe Sound. The call for volunteers is expected to go out in early September.

**SOLID WASTE OPERATIONS**

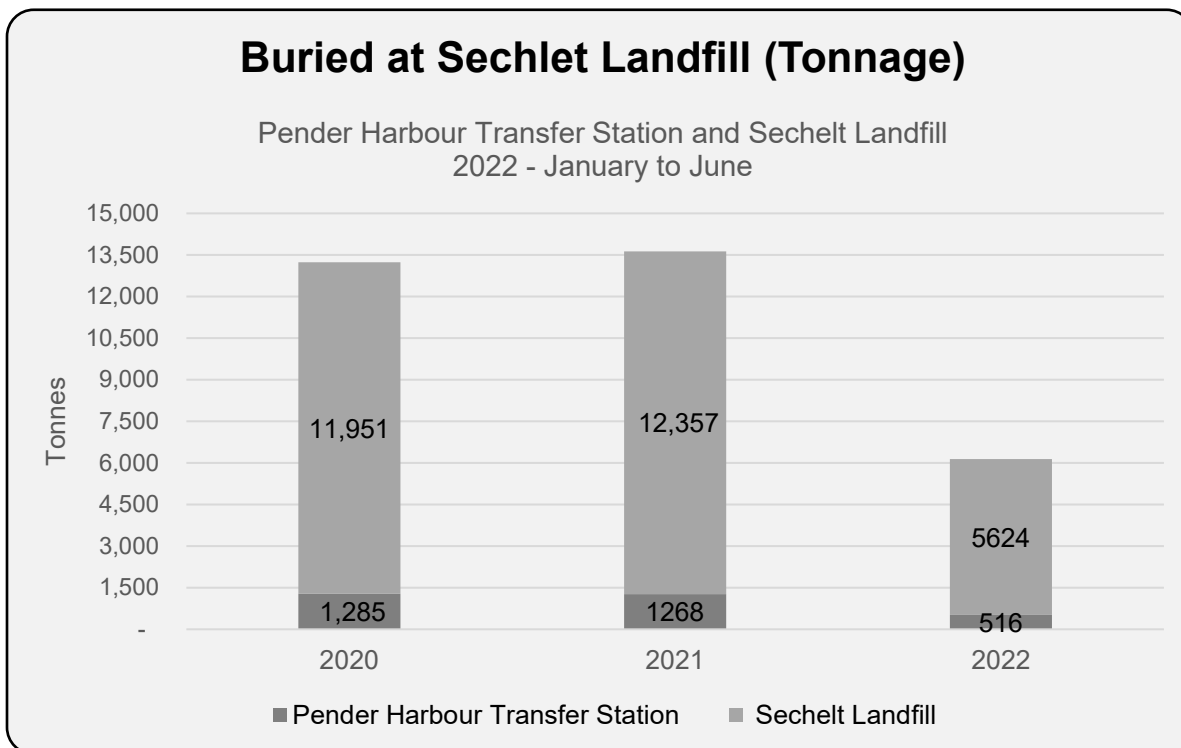
*Coast Waste Management Association – Landfill Operators Working Group*

Staff attended the Landfill Operators Working Group meeting on June 1, 2022. The working group was established to provide landfill operators with an opportunity for open discussion on diversion mechanisms, landfill safety and shared challenges. The discussion topics included Avian Flu, Japanese beetle, Agricultural Land Reserve regulations, wood waste and loading mattresses. The working group is set to meet quarterly.

*Statistics – Landfill*

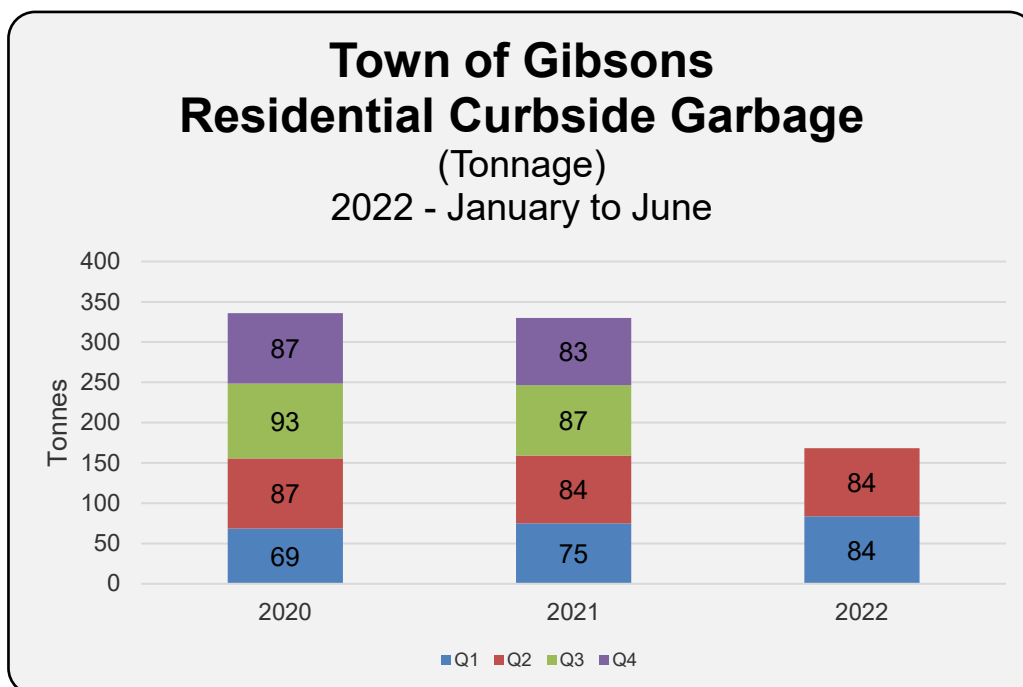
The tonnage presented in the chart below includes an estimated combined total of all material from the Pender Harbour Transfer Station that is transferred to the Sechelt Landfill for burial, and all materials received at the Sechelt Landfill for burial. This includes: residential curbside garbage,

self-hauled garbage, commercial garbage, roofing, dead animals, asphalt, asbestos, durable goods (e.g. couches, chairs), concrete, dirt and rocks and styrofoam (non-recyclable).



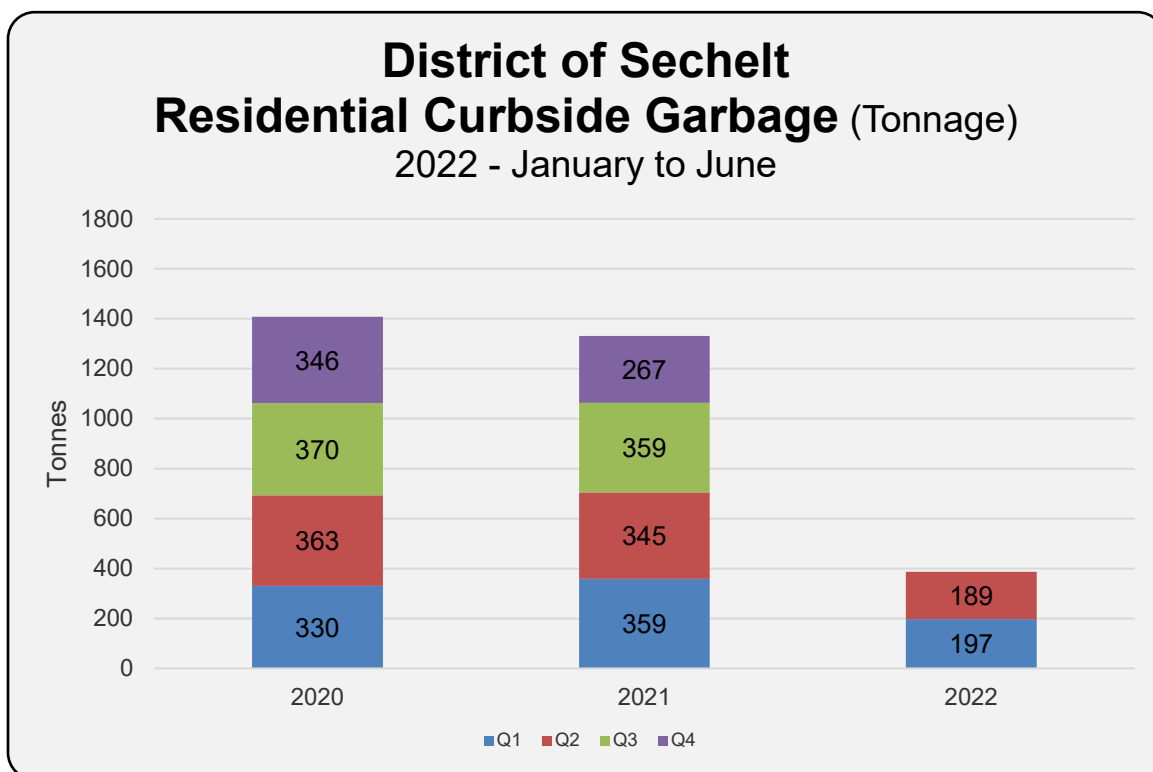
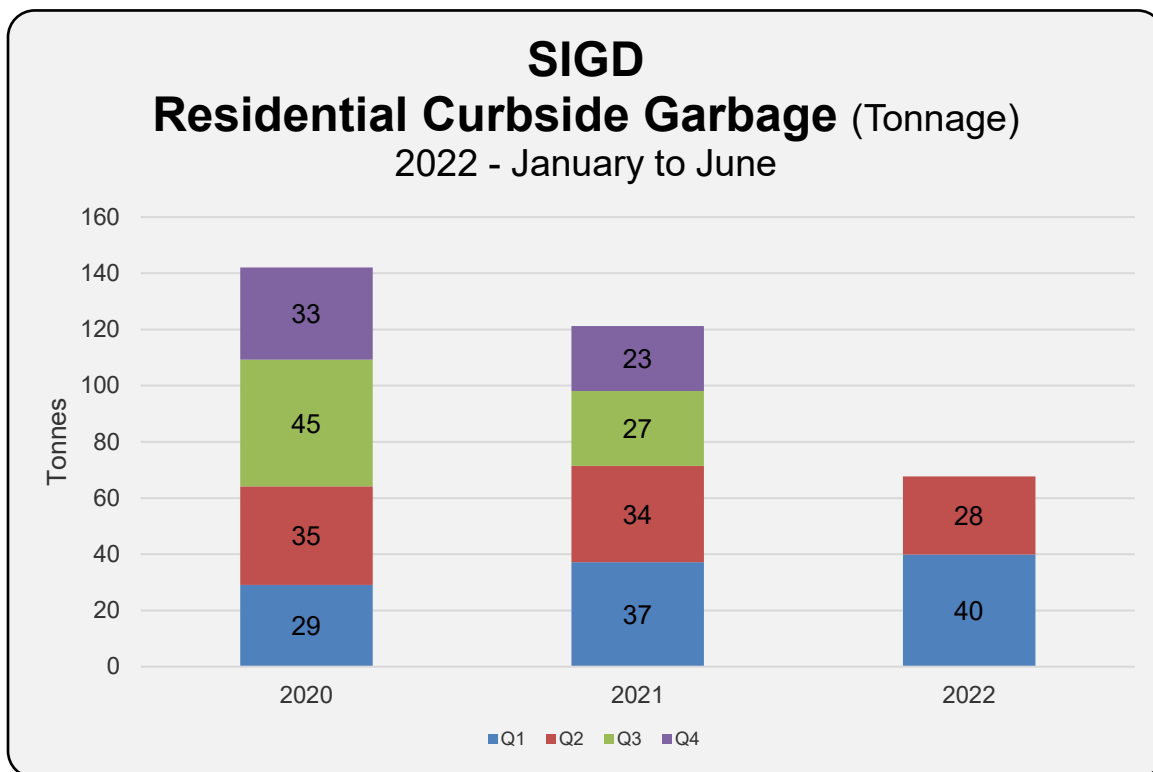
#### Statistics – Curbside Collection Services

The residential curbside garbage tonnage presented in the charts below includes garbage collected curbside from residential dwellings in the Town of Gibsons, Sechelt Indian Government

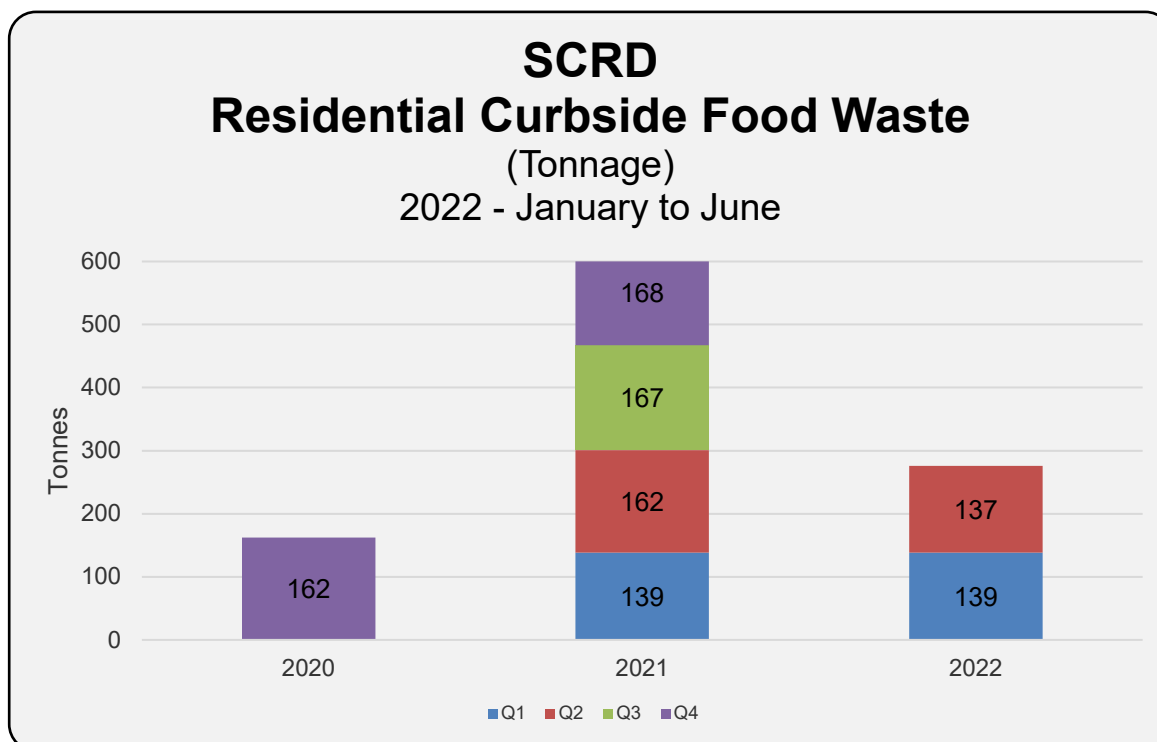
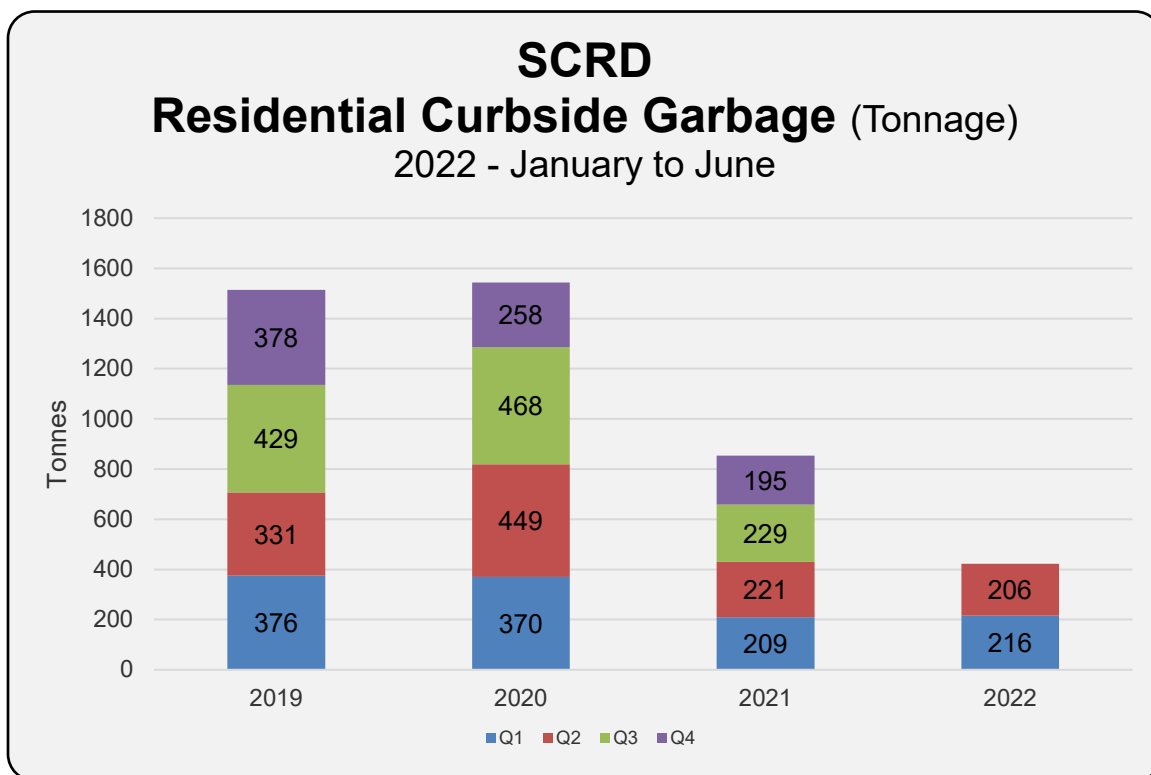




District (SIGD) and District of Sechelt. Curbside residential garbage is then delivered to the Sechelt Landfill and buried.

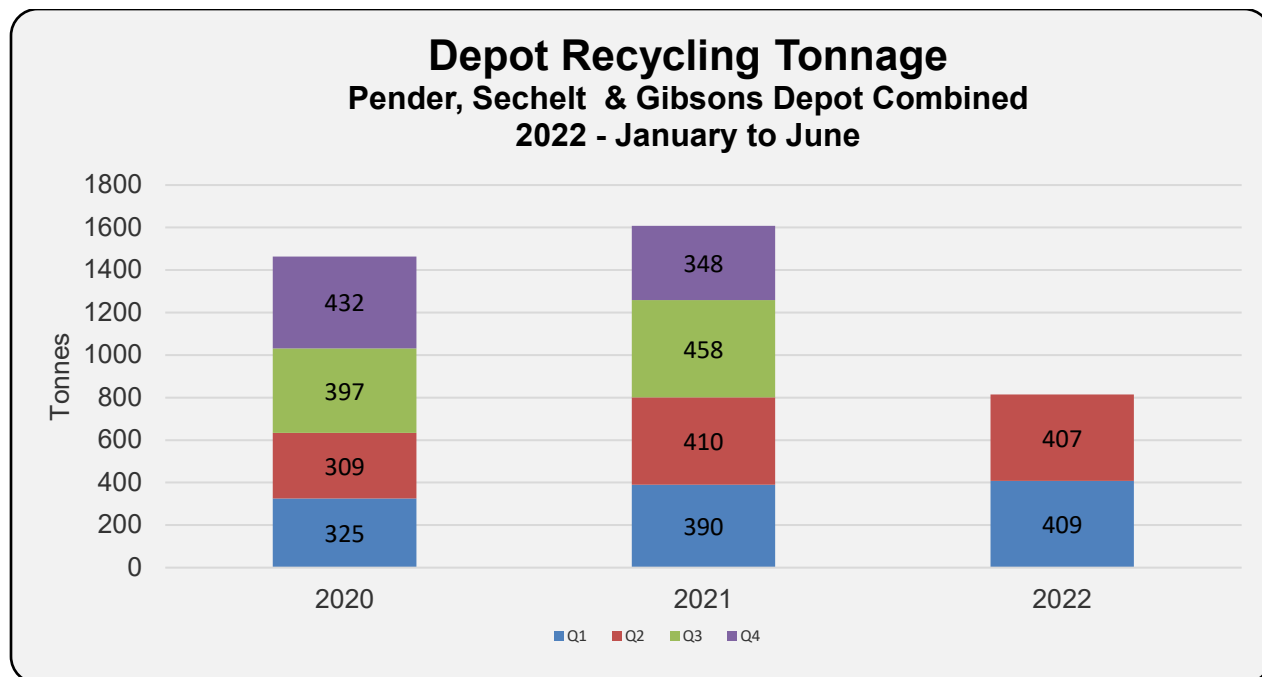


The residential curbside tonnage presented in the charts below is for the curbside collection program from residential dwellings in the SCRD. Curbside residential garbage is then delivered to the Sechelt Landfill and buried. Curbside residential food waste is delivered to Salish Soils for composting.



### Statistics – Recycling

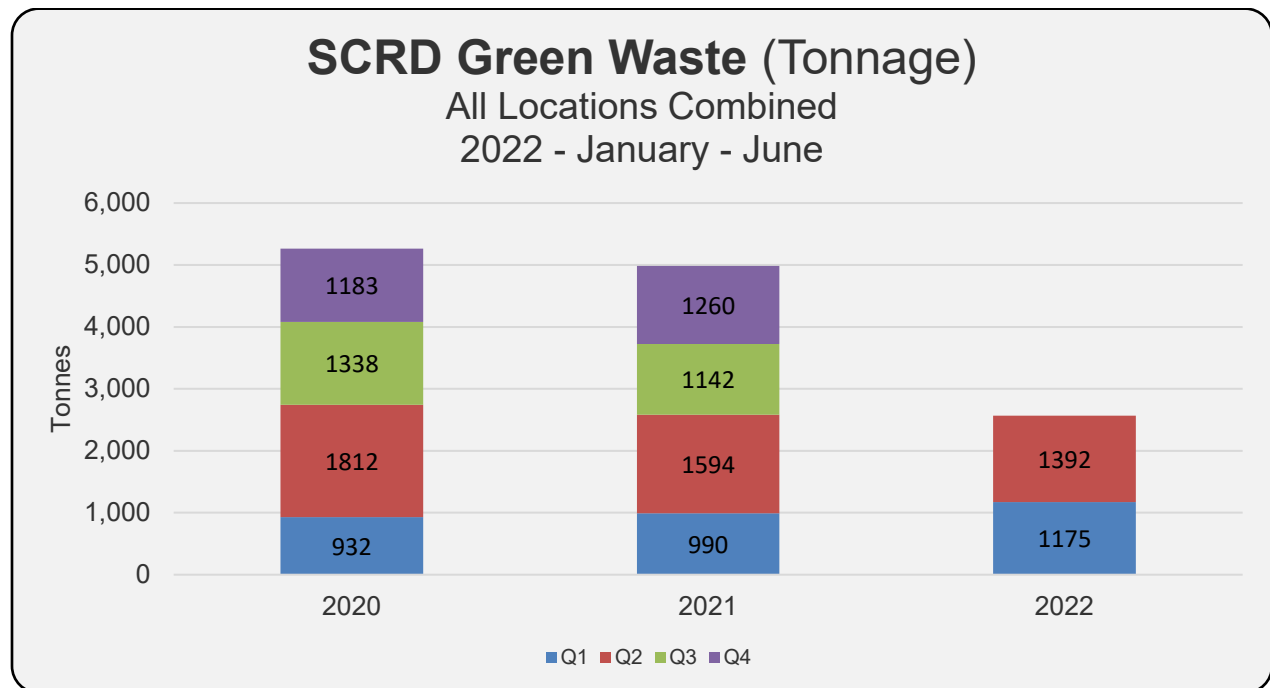
The SCRCD has an agreement with RecycleBC to provide residential packaging and paper products (PPP) depot recycling services in Gibsons, Pender Harbour and Sechelt. The SCRCD contracts these services to Gibsons Recycling, GRIPS and Salish Soils respectively. The data presented in the chart below is provided by RecycleBC and is updated as it is received. The data represents the combined monthly weight (by tonne) of the materials dropped off at the three recycling depots.



### Statistics - Green Waste

The SCRCD Green Waste Recycling Program provides collection locations for residents to self-haul and drop-off yard and garden green waste at the South Coast Residential Green Waste Drop-off Depot, Pender Harbour Transfer Station and Salish Soils (on behalf of the Sechelt Landfill). The SCRCD also provides commercial sector green waste drop-off at the Pender Harbour Transfer Station and Sechelt Landfill. The collected green waste is hauled to Sechelt and processed into compost.

The data presented in the chart below provides the combined weight (by tonne) of green waste dropped off at the SCRCD locations.



Reviewed by:			
Manager	X - S. Walkey X – M. Edbrooke X – A. Patrao, Acting X – B. Shoji	Finance	
GM		Legislative	
CAO	X– D. McKinley	Other	



August 15, 2022

To: Sunshine Coast Regional District Board

**Re: Nchu'ú7mut/Unity Plan Discussion Paper**

This letter is an invitation for feedback on the *Discussion Paper* for the *Nchu'ú7mut/Unity Plan* for the Átl'ka7tsem/Howe Sound UNESCO (AHSUBR) Biosphere Region.

**Background**

As was referenced at the **Howe Sound Community Forum** in October 2021 and April 2022, the next step for the Howe Sound Biosphere Region Initiative Society (HSBRIS) is to develop the plan that will allow it to manage AHSUBR over the ensuing years as it moves towards the ten-year review by UNESCO. The plan will outline the collective long-term vision for Átl'ka7tsem/ Howe Sound and a roadmap for how to get there.

HSBRIS has named the management plan the **Nchu'ú7mut/Unity Plan**, in response to UNESCO's acknowledgement that:

*"The main objectives of the proposed biosphere reserve are to establish and manage an overarching holistic land and marine use plan for the Átl'ka7tsem/ Howe Sound region that is mutually recognized and respected by First Nations, civil society, stakeholders and all levels of government, to protect and conserve biodiversity in the region and to be a model for best practices and a place where people live in harmony with nature by bringing together First Nations, NGOs, academia, industry and civil society."*

As such, HSBRIS is seeking input that will contribute to AHSUBR's ongoing management. To facilitate this, a *Discussion Paper* and *Feedback Form* were prepared and distributed widely.

**Request to Board Directors**

As a regional government within the AHSUBR, your input is critical to plan development. We invite Board Directors and/or relevant District staff to read the 13-page *Discussion Paper* and to submit feedback to HSBRIS. To meet with the plan development timeline, submissions should be received before October 31st, 2022.

It can be noted that this process was included under item #6 in the *DRAFT Memorandum of Understanding* presented to the SCRD Board in June.

*"Support the Principles of Cooperation and the Nchu'ú7mut/Unity Plan through the contribution of information."*

CONTINUED...



To facilitate the feedback process we are hosting a series of webinar and in-person events:

Virtual Zoom webinar:

- [Wednesday, August 31st, 9:30-11:00 a.m.](#)
- [Thursday September 8th, 9:30-11:00 a.m.](#)

To RSVP for either of these webinars, please contact [howesoundbri@gmail.com](mailto:howesoundbri@gmail.com) or click on the links to register.

An in-person event is being planned for Saturday, October 1st, 2022, at the Gleneagles Community Centre in Horseshoe Bay. Invitations to follow.

It is also possible to arrange for a webinar at your convenience.

The *Discussion Paper* is attached with this correspondence, but [can also be found here](#) along with the [online feedback](#) form and information on the [plan development process](#) on the HSBRI website :

On behalf of HSBRI, I would like to thank you for your consideration of this request.

Sincerely,

*Ruth Simons*

Ruth Simons  
President, Howe Sound Biosphere Region Initiative Society  
[howesoundbri@gmail.com](mailto:howesoundbri@gmail.com)

PO Box 465  
Lions Bay, B.C.  
V0N 2E0

Enclosures:

- Nchu'u7mut/Unity Plan Discussion Paper





# DISCUSSION PAPER

## Átl'ka7tsem/Howe Sound Biosphere Region Management Plan 2022-2032

prepared by:

Howe Sound Biosphere Region Initiative Society



ÁTL'KA7TSEM  
HOWE SOUND  
BIOSPHERE REGION



[howesoundbri.org](http://howesoundbri.org)



Squamish View: Chris Christie

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## 1. LIST OF ABBREVIATIONS

- AHSBR:** Átl'ka7tsem/Howe Sound Biosphere Region (the place)  
**BC:** British Columbia  
**BR:** Biosphere Region  
**HSBRIS:** Howe Sound Biosphere Region Initiative Society  
**NGO:** Non-government Organization  
**UN:** United Nations  
**UNDRIP:** United Nations Declaration on the Rights of Indigenous Peoples  
**UNESCO:** United Nations Educational, Scientific and Cultural Organization  
**UN SDGs:** United Nations Sustainable Development Goals



## 2. MESSAGE FROM RUTH SIMONS, PROJECT LEAD



Becoming Canada's 19th UNESCO Biosphere Reserve is both a prestigious honour and a great responsibility—one we are embracing with perseverance and optimism.

As the Howe Sound Biosphere Region Initiative Society, we are responsible for the management of the UNESCO Biosphere Reserve. Our mandate is to support biodiversity conservation; facilitate education, research, and monitoring; and work with our broader community to foster sustainable development. UNESCO will be assessing our progress through rigorous periodic reviews every 10 years.

In order to further our work in these areas, we need a comprehensive and unified plan for the Átl'ka7tsem/Howe Sound Biosphere Region to guide how we move forward. Much of the content of the plan will be drawn from our 2020 UNESCO nomination document. We are referring to our management plan as the Nchu'ú7mut/Unity Plan. It is the next step in our journey towards a holistic land and marine use plan for this watershed region.

The engagement process we are undertaking and what we hear, will also inform planning and policy development that many others are undertaking in the region.

We are planning for today's realities and anticipating the needs of tomorrow knowing that climate change and biodiversity loss are the two most significant issues influencing our collective future.

UNESCO Biosphere Regions strive to strike a balance between the environment and people which is why we will be using the lens of the 17 United Nations Sustainable Development Goals and actions to guide our planning. I am inviting you to provide input on the ideas presented in the discussion paper and work together to ensure a healthy future for generations to come.

*Ruth Simons,  
President, Howe Sound Biosphere Region Initiative Society*



### 3. INTRODUCTION

This Nchu'ú7mut/Unity Plan is a prescription for the care of this outstanding and internationally significant place we call Átl'ka7tsem/Howe Sound to ensure an inspiring way forward as promised in the nomination to UNESCO. It is home to almost 46,000 people and is a neighbour to another 2.6 million people in Greater Vancouver, Canada's third largest city. Its remarkable wildness, rich biodiversity and beauty reflects the heart of Supernatural British Columbia.

This plan is in response to UNESCO's acknowledgment that: "The main objectives of the biosphere reserve are to establish and manage an overarching holistic land and marine use plan for the Átl'ka7tsem/Howe Sound region that is mutually recognized and respected by First Nations, civil society, stakeholders and all levels of government, to protect and conserve biodiversity in the region and to be a model for best practices and a place where people live in harmony with nature by bringing together First Nations, NGOs, academia, industry and civil society."

Further, UNESCO has recognized the challenge of achieving unification due to the fragmented nature of planning responsibilities throughout the region, beset as it is with no single jurisdictional authority but a collaboration of many, including the Skwxwú7mesh Úxwumixw, eight local and municipal governments, three regional governments, the Islands Trust, and both federal and provincial levels of government with their host of agencies administering myriad responsibilities. The Howe Sound Community Forum has facilitated cooperation and collaboration among these agents of governance since 2000 and has repeatedly called for a unified vision and a holistic plan for the future of the entire Sound that integrates both terrestrial and marine ecosystems.

In 2013, the Union of BC Municipalities (UBCM) passed a resolution urging the BC government to support the development of a comprehensive plan for Átl'ka7tsem/Howe Sound that facilitates a coordinated land and marine use planning process among First Nations, all levels of government and other local bodies to ensure the ongoing recovery of the Sound. The BC government supported this request and this management plan answers that call.

The development of this management plan, and its ongoing implementation, is central to the emerging reconciliation between the Skwxwú7mesh Úxwumixw and settler society, as mandated by the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and affirmed through the Declaration on the Rights of Indigenous People Act (DRIPA) in BC, the first province in Canada to pass such legislation.

UNESCO Biosphere Regions do not have legal or regulatory standing. The Nchu'ú7mut/Unity Plan is a reflection of the policies, management layers, regulations and plans embedded in a range of federal, provincial, and local government legislation and management policies that are in place throughout the region that align with the objectives of the UNESCO Biosphere Regions.

The contents of the Nchu'ú7mut/Unity Plan plan are derived from UNESCO's Technical Guidelines and will be a living document, reflecting the changing environment of policies, plans, development and the environment.

The Plan will focus on the functions of a UNESCO Biosphere Reserve: Biodiversity Conservation, Sustainable Development and Logistic Support.

#### In doing so we will:

- ✓ Keep current with the many related First Nations and government strategies and plans, and strategic initiatives of regional organizations.
- ✓ Assign key indicators to our goals and provide regular reports on progress
- ✓ Provide capacity for dialogue through forums and engagement
- ✓ Operate as a sustainable organization that ensures this work is supported and the UNESCO designation is maintained for generations to come
- ✓ Adapt to changing circumstances and seek to inspire innovative new approaches

## 4. COMMON VALUES FOR AN ÁTL'KA7TSEM/HOWE SOUND PLAN

In 2013, the Future of Howe Sound Society hosted the Future of Howe Sound Forum. 140 people representing 70 organizations from government, industry, tourism, film, conservation, First Nations, and residents attended. **Two questions were asked:**

### 1. What do we value?

### 2. What does it take to protect those values?

Here are the key messages resulting from the dialogue:

- Build awareness of the issues affecting the environment and society
- Establish appropriate marine or terrestrial parks or protected areas
- Create a comprehensive management plan that is:
  - **collaborative**
  - **stakeholder-driven – involves all key players**
  - **include youth**
  - **sustainability-based**
  - **science-based**



### 4.1 QUESTIONS

- What do you value most about living in or experiencing Átl'ka7tsem/Howe Sound?
- What values do you feel should be the primary drivers of management of Átl'ka7tsem/Howe Sound?
- What are some of the main issues that would make protecting these values more challenging?
- What are some strengths and weaknesses in the current management regimes that threaten these values?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.



SUP in Squamish Estuary: Erasmus Dong





View of Squamish River Estuary from Stawamus Chief mountain. Photo - Bob Turner

## 5. GUIDING PRINCIPLES IN RELATIONSHIP WITH INDIGENOUS PEOPLES

HSBRIS recognizes that First Nations Peoples have lived in the territory encompassed by the AHSBR since time immemorial. HSBRIS honours the unique relationship of First Nations Peoples with these lands and waters and the deep-rooted, spiritual connection to nature that has informed their culture and way of life for thousands of years.

The Howe Sound Biosphere Region Initiative Society operates within the framework of UNESCO Man and the Biosphere Programme. UNESCO Biosphere Reserves are regions in which people and organizations have committed to live and work in harmony with nature and with each other.

UNDRIP sets out the individual and collective rights of Indigenous Peoples and emphasizes the importance of promoting and protecting their rights.

UNESCO's engagement with Indigenous Peoples is framed by its mission to promote peace by encouraging inter-cultural dialogue and by reinforcing the role of sustainable development through education, the sciences, culture, and communication and information.

We acknowledge the values expressed in the Squamish Nation's Xay Temieux Sacred Land Use plan and the Squamish Nation's strategic plans.



Squamish. Photo: Bob Turner



### 5.1 QUESTIONS

- How familiar are you with the history and culture of the First Nations Peoples in this region, their culture and way of life?
- How familiar are you with the United Nations Educational Scientific and Cultural Organization (UNESCO) Man and the Biosphere Programme, The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the BC Declaration on the Rights of Indigenous People's Act (DRIPA)?
- UNESCO's engagement with Indigenous Peoples is framed by its mission to promote peace by encouraging inter-cultural dialogue and by reinforcing the role of sustainable development through education, the sciences, culture, and communication and information. Do your values align with those expressed in the Xay Temixw Sacred Land Use plan and Squamish Nation Strategic Plans?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.



Garibaldi Lake panorama: Steve Quane, Fire & Ice Geopark

# 6. YOUR PARTICIPATION

We are in a phased process to develop the Nchu’ú7mut/Unity Plan. The process will unfold as described below:



Winter 2022



Spring 2022



Summer 2022



Fall 2022

- Review technical guidelines and draft outline of the plan
- Prepare and finalize discussion paper
- Appoint members to the AHSBR Roundtable selection committee
- Engage with the representatives to gain feedback on the discussion paper
- Review feedback
- Appoint AHSBR Roundtable members
- Draft project priorities and actions
- Engage and gain feedback
- Convene the AHSBR Roundtable
- Review draft of the Nchu’ 7mut/Unity Plan
- Review feedback
- Work towards finalizing the living document

We are committed to engaging with Indigenous Peoples, all levels of authorities, the public, environmental NGOs, opinion leaders and industrial users, all of whom have varied and unique contributions to make on the path to the Nchu’ 7mut/Unity Plan.



Squamish Nation Drumming : Kris Krug

The Nchu’ú7mut/Unity Plan will identify a role for all in the region in taking care of our Biosphere. This process acknowledges that:

- 1 The entire boundary of the region is Squamish Nation territory, but the region also has claims by the Tsleil-Waututh First Nation, Katzie and Musqueam First Nations, Hul’quimi’num speaking nations to the west, (including the Hahalt, Stz’uminus, the Cowichan Tribes, Lake Cowichan, Lyakson and Penelakut), the Lil’wat to the north, and to the north-west, the shíshálh (Sechelt)<sup>1</sup>
- 2 The plans, regulations, and policies of local, regional, provincial, and federal governments evolve over time. Multiple initiatives are underway that address the values we are aspiring towards.
- 3 Multiple organizations are doing important work to protect and restore the land and waters and all people in a watershed have an important role in managing a healthy and sustainable future.
- 4 Employers in the region rely on a healthy workforce, a predictable set of rules and are vital to a sustainable future for people who live in this region. COVID 19 has impacted employers over the past two years causing employment disruption and in many cases financial losses.
- 5 Events such as COVID-19 have impacted lives, particularly youth and marginalized communities.
- 6 Communities are impacted by extreme weather events. Climate change mitigation and resiliency is an urgent matter.



## 7. HOW TO USE THIS DISCUSSION PAPER

We invite you to contribute your thoughts to help us ensure our priorities and goals are in the right place over the next 10 years. We also invite you to learn more about the [United Nations Sustainable Development Goals \(SDGs\)](#) and consider how we in this region are contributing to these global goals [Canada is committed to achieving](#).

**This paper is designed to promote discussion and create dialogue.  
We want to hear your thoughts on:**

1

The 2030 vision for  
Átl'ka7tsem/Howe  
Sound

2

Issues or concerns  
you think we may not  
have considered

3

Big Ideas or solutions  
that you or your  
organization are  
working on that we  
may not be aware of

4

Your wish for priority  
actions you think can  
be achieved in our  
region



Keats Island: Josh Berson



You are invited to participate in the online and in-person discussions and to submit your ideas through [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) until June 15th, 2022 at 4pm.

or email  
[howesoundbri@gmail.com](mailto:howesoundbri@gmail.com)

Contact us if you would like us to host an in-person dialogue.

## 8. ABOUT THE UN SUSTAINABLE DEVELOPMENT GOALS AND HOW THEY LINK TO OUR PLAN



We seek a balance between protecting Átl'ka7tsem/Howe Sound and the ability for people and culture to thrive. A Biosphere Region embodies sustainable development in practice. The global strategy for the UN Sustainable Development Goals (SDG) emphasizes the key role of the Man and the Biosphere Programme in the [UN Agenda 2030 for Sustainable Development Goals \(SDGs\)](#).

Informing and generating dialogue about each of the goals and how we collectively achieve them is one of our main programs. On our website, [you will find information](#) on each of the goals and ideas for generating dialogue about our connection and contribution toward the targets.

We will develop key indicators for each of the UN SDGs. We will use this framework for measuring sustainability and seeking a balanced approach to development in the region where no one is left behind.

The [Stockholm Resilience Society](#) is an international research centre on resilience and sustainability science. Their notion that a healthy environment is the foundation, supporting a healthy society that supports a healthy economy.



### 8.1 QUESTIONS

- Do you agree that sustainability is about meeting human needs within ecological constraints?
- Do you agree that the economy is a strategy to support society in achieving a healthy and sustainable quality of life?
- What is your ideal vision of sustainability?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.

## 9. THE VISION: DEFINING THE DESIRED STATE FOR ÁTL'KA7TSEM/HOWE SOUND

There are many overlapping authorities and jurisdictions in the region. Each of these authorities have their own set of values, mission, visions and strategic goals. You can learn more about these on our website [here](#).

### The following vision has been informed by community dialogue:

The future desired state for Átl'ka7tsem/Howe Sound will be achieved when the whole watershed and ocean become healthy again. When the watershed is properly functioning as an integrated ecosystem in both the marine and terrestrial realms. This is the foundation for supporting a healthy society where humanity and nature thrive.

Átl'ka7tsem/Howe Sound is a just and fair society that leaves no one behind. A region governed through trusting and collaborative relationships, where all members of the community are considered and supported by a vibrant and sustainable economy.



Howe Sound: Steve Quane, Fire & Ice Geopark

### 9.1 QUESTIONS

- Does this Vision statement represent what you value in Átl'ka7tsem/Howe Sound?
- Do you think this Vision statement supports the work needed for us to realize the desired state for Átl'ka7tsem/Howe Sound?
- Given what you value about Átl'ka7tsem/Howe Sound, does this Vision state your priorities suitably? If not, what would your vision statement say?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.

## 10. ABOUT THE STRATEGIC GOALS

In our nomination document we shared three overarching objectives (page 109):

### 17 PARTNERSHIPS FOR THE GOALS



- 1 An overarching holistic land and marine use plan for the Átl'ka7tsem/Howe Sound region that is mutually recognized and respected by First Nations, civil society, stakeholders and all levels of government.
- 2 Biodiversity conservation needs in the region are understood and defined, and measures are in place to ensure the conservation of critical ecological values.
- 3 People, culture and humanity in the region thrive in harmony with nature.

In the following pages we outline strategies identified through our nomination process, which will lead us to meeting these objectives. Each of these goals have many actions and initiatives, many that we know are well underway.

Over the course of the dialogue and the convening of the AHSBR Roundtables, priority projects and actions will form part of the plan. Our periodic review in 2032 will be measured on the success of the goals. These partnerships and collaborations contribute toward the [UN SDG 17 Partnership for the goals](#).

We are seeking your input and feedback on these strategic goals for Biodiversity Conservation, Sustainable Development and Governance.

We invite your suggestions, information and references to activities we may not be aware of.

**Help us fill the gaps and identify the opportunities and threats that are not being reflected in current plans and processes.**



# 11. STRATEGIES FOR BIODIVERSITY CONSERVATION

The conservation of biodiversity is a central function of a biosphere region, with a view to making a significant contribution to the conservation of landscapes, ecosystems, species, and genetic variation, both within the Biosphere Region itself and beyond its boundaries. As stated in the UNESCO nomination document:

“The AHSBR initiative is motivated by the need to protect and conserve biodiversity in the region and support Canada’s commitment to the Aichi targets. Current and future protected areas are to be safeguarded from the pressures of human activities that could erode their values to biodiversity. Strengthening protection for species’ habitats starts with educating about the ecosystem values and working together to protect those values.

Strengthening effective management of the protected areas is a goal for preserving these spaces for future generations. HSBRS supports projects that stem the further loss of biodiversity and help fill in the gaps where more work needs to be done (HSBRIS, 2020).

The Aichi targets mentioned above were established in 2011 under the UN Convention on Biological Diversity (CBD) and expired in 2020; they have recently been supplanted by Canada’s Nature Legacy and its new conservation targets (Section 4.3.1).”

## Goals for the Environment.

Click on each of the UN SDGs for more information about the goals and how we are contributing towards them in Átl'ka7tsem/Howe Sound.



- 1 Halt and reverse biodiversity loss in Átl'ka7tsem/Howe Sound and facilitate the ongoing renewal and recovery of its marine, freshwater and terrestrial ecosystems (*SDG 14-2, SDG 15-1, 15-5*)
- 2 Conserve biological diversity throughout Átl'ka7tsem/Howe Sound, with priority given to the conservation of 1) representative ecosystems; 2) species of national and international significance; and 3) species documented as rare, endangered or at-risk (*SDG 14-A, SDG 15-1, 15-4*)
- 3 Implement the Canada Nature Legacy targets in Átl'ka7tsem/Howe Sound to protect 25% of land, freshwater and ocean ecosystems by 2025 and 30% by 3030 (*SDG 14-5, SDG 15-9*)
- 4 Protect sensitive ecosystems and habitats from fragmentation caused by development (*SDG 15-9*)
- 5 Adopt a watershed strategy and governance to manage and protect water resources (*SDG 6-5, 6 & 6B, 15-4, 5 & 9*)
- 6 Protect species and habitats from invasive species, pollutants, damage, and poaching through effective monitoring and enforcement (*SDG 14-1,4 15-8*)
- 7 Meet and exceed quality standards for clean air, clean water, light and noise pollution (*SDG 6-1 & 3, SDG 14-1*)
- 8 Communities meet and exceed Canada’s commitment to reducing greenhouse gas emissions (*SDG 13*)

## 11.1 QUESTIONS

- What is reflected in these strategies that inspires you?
- What is not reflected in these strategies that concerns you?
- What could be reflected in these strategies to create more of a balance between supporting a healthy environment, healthy society and healthy economy?
- Are there measures you would like to have in place to support these strategies?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.

# 12. STRATEGIES FOR SUSTAINABLE DEVELOPMENT

## A healthy environment supports society

To balance this work of biodiversity conservation, AHSBR and HSBRS have an equally important role to play in “fostering economic and human development which is socio-culturally and ecologically sustainable.”



## Our economy is a system that requires input, conscious planning and direction in order to achieve sustainability.

Agreement between all levels of government, First Nations and most particularly, local and regional governments, through the Biosphere Region designation and this plan will enable AHSBR communities to collaboratively realize our potential as a model region for innovative sustainable development. Implicit in these agreements is their commitment to work together to effectively manage growth; follow best practices; and invest in the necessary infrastructure to adapt to growing tourism and recreation demands and adapt to climate change.

The UN (SDGs) provide a framework for addressing and striking balance between environmental, social and economic issues, so that no one is left behind.



- 1 Communities and sector stakeholders model sustainable development through demonstrating industry best practices and standards in the integration of the three core elements of sustainable development: The environment, society, and the economy (*SDG 9, 11, 12*)
- 2 Youth and marginalized people are connected to nature through projects and programs in collaboration with local and regional educational institutions (*SDG 4*)
- 3 More communities will adopt “Nature-based Solutions” in infrastructure planning, strategies and programs (*SDG 16, 9 and 11*)
- 4 Watershed governance and planning strategies are used in planning (*SDG 6-5 & 6, SDG 9 and 11*)
- 5 Employers are meeting and exceeding the living wage for families (*SDG 8*)
- 6 Local governments in the region have pledged and committed to the UN Coalition of Inclusive and Sustainable Cities (*SDG 11*)

## 12.1 QUESTIONS

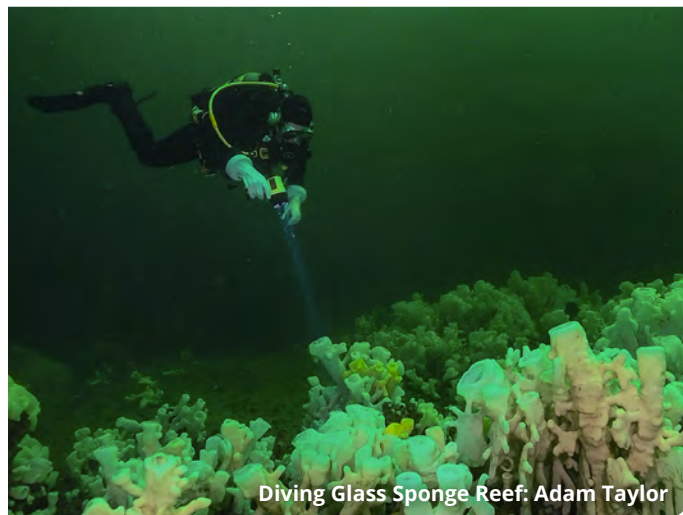
- What is not reflected in these strategies that worries you?
- What should be reflected in these strategies to create more of a balance between the environment, society, and the economy?
- What measures for the strategies would you like to see?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.

## 13. GOVERNANCE

Governance refers to the processes through which people come together, make decisions, and take accountability for action. As the managers of the UNESCO Biosphere Region, we have developed a transparent process for selecting people to the AHSBR Roundtable. The participants would be representatives of the various locations and sectors in Átl'ka7tsem/Howe Sound. A committee of HSBRI is tasked to ensure balanced representation.

Our goal is for the AHSBR Roundtable to be considered the most inclusive and representative body in the region working across all sectors of society to advise and inform the priority projects and actions of our collective Nchu' 7mut/Unity Plan.



Diving Glass Sponge Reef: Adam Taylor

### The role of participants is to advise and guide HSBRI to:

- ✓ Advance biodiversity conservation in the region's marine and terrestrial ecosystems
- ✓ Advance sustainable development in line with the UNESCO's Man and the Biosphere Programme and the UN's SDGs; and advance reconciliation in recognition of UNDRIP
- ✓ Support the development and implementation of AHSBR's objectives and projects that support those objectives

The AHSBR Roundtable will be convened twice per year and additional working groups may be struck. This does not replace, but is intended to be complementary to the numerous other community-style forums, consultative, advisory, and decision-making bodies in the region.

The AHSBR Roundtable is committed to pursuing its objectives in collaboration with First Nations while striving to understand First Nations cultural practices

and co-creating a holistic approach that integrates First Nations societal norms. The Howe Sound Biosphere Region Initiative Society.

HSBRI is a non-profit society that acts as a convener and communications and engagement hub, and provides logistic support to the AHSBR.

HSBRI is committed to creating Ethical Space which is defined as:



### Ethical Space

The natural confluence of Indigenous and non-Indigenous worldviews and cultures. It is created through relationship building and shared governance. At a societal level, it is a vision of a future where these worldviews come together, and where both are valued equally."



## 13.1 QUESTIONS

- How many people and groups should be represented by the AHSBR Roundtable?
- Who should they be?
- How often do you think they should meet?
- What factors do you think should be considered in selecting members of the Roundtable?

Please visit [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) to answer our discussion paper questionnaire.

## 14. CONCLUSION

**Thank you! We want to hear from you. If you have any thoughts on:**

- ✓ The engagement approach and how you would like to be involved in the future
- ✓ Issues or concerns you think we should be aware of
- ✓ Ideas or solutions you or your organization wishes to share
- ✓ Anything you wish to share on the topic of our three objectives please contact us



Keats Island: Wayne Kaulbach



Please participate in the online discussions. Submit your ideas through [howesoundbri.org/unityplan](https://howesoundbri.org/unityplan) until June 15th, 2022, or email [howesoundbri@gmail.com](mailto:howesoundbri@gmail.com)