



SUNSHINE COAST REGIONAL DISTRICT

May 11, 2023

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

PRESENT:	Chair	Electoral Area A	L. Lee
	Directors	Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	D. Inkster
		District of Sechelt	A. Toth
		Town of Gibsons	S. White
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services		T. Perreault
	GM, Community Services		S. Gagnon
	GM, Infrastructure Services (Acting)		M. Brown (in part)
	Manager, Strategic Initiatives		M. Edbrooke (in part)
	Manager, Utility Services		S. Walkey (in part)
	Manager, Capital Projects		B. Shoji (in part)
	Manager, Purchasing and Risk Management		V. Cropp (in part)
	Manager, Capital Projects		S. Misiurak
	Capital Projects Engineer		S. Wijayabandara (in part)
	Manager, Legislative Services / Recorder		J. Hill
	Electoral Area A, Alternate Director		C. Alexander
	Electoral Area B, Alternate Director		L. Dix (in part)
	Media		1
	Public		1

**Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.*

CALL TO ORDER 1:45 p.m.

AGENDA It was moved and seconded

110/23 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes It was moved and seconded

111/23 THAT the Regular Board meeting minutes of April 27, 2023 be adopted.

CARRIED

REPORTS

COW

It was moved and seconded

112/23

THAT Committee of the Whole recommendation Nos. 1-7 and 11-14 of April 27, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *Budget Project Status Report*

THAT the report titled Budget Project Status Report – April 2023 be received for information.

Recommendation No. 2 *Public Participation Summary – Community Climate Action Plan*

THAT the report titled Public Participation Summary – Community Climate Action Plan be received for information.

Recommendation No. 3 *Draft Community Climate Action Plan*

THAT the report titled Draft Community Climate Action Plan be received for information;

AND THAT a message from the Board be included in the Community Climate Action Plan;

AND FURTHER THAT the draft Community Climate Action Plan be referred to the Town of Gibsons, District of Sechelt, shíshálh Nation, and Sk̓wxwú7mesh Úxwumixw for comment.

Recommendation No. 4 *Farms and Sunshine Coast Regional District Water Use*

THAT the report titled Farms and Sunshine Coast Regional District Water Use be received for information.

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

THAT the report titled Proposed Amendments to Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994 be received for information;

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

“A property that grows food for commercial sale and:

- a) has earned farm classification status as per Section 23 of the *Assessment Act*; or

112/23 cont.

- b) does not have farm classification status but can demonstrate substantial commercial sale of food crops with receipts or other proof of food crop cultivation and harvest, such as satellite imagery.”

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

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

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

AND THAT staff complete the water rate structure review study and present the results to the Board by Q3 2023.

Recommendation No. 7 *Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project – Contract Amendment No. 6*

THAT the report titled Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project – Contract Amendment No. 6 be received for information;

AND THAT the contract with Associated Engineering Ltd. Be amended with an increase of up to an additional \$50,000, for a total not to exceed \$354,348 (excluding GST), which includes a contingency of \$35,987;

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

Recommendation No. 11 *Fire Truck Transfer to Egmont and District Fire Protection*

THAT the report titled Fire Truck Transfer to Egmont and District Fire Protection be received for information;

AND THAT Egmont and District Fire Protection [218] be approved to receive an internal vehicle transfer (Unit 371) from Gibsons and District Fire Protection [210];

AND THAT \$10,000 be approved from operating reserves to transfer between functions for the fair market value of the vehicle;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

112/23 cont. **Recommendation No. 12** *Contracts Between \$50,000 and \$100,000*

THAT the report titled Contracts Between \$50,000 and \$100,000 from January 1, 2023 to March 31, 2023 be received for information.

Recommendation No. 13 *Director Constituency and Travel Expenses*

THAT the report titled Director Constituency and Travel Expenses for Period Ending March 31, 2023 be received for information.

Recommendation No. 14 *Ministry of Housing Request for Documenting Potential Municipal Land for Housing*

THAT the correspondence dated March 24, 2023 from Jen Ford, President, Union of British Columbia Municipalities regarding the Ministry of Housing request for documenting potential municipal land for housing be received for information.

CARRIED

EAS **It was moved and seconded**

113/23 THAT Special Electoral Area Services Committee recommendation Nos. 1-2 of May 4, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *2023 Electoral Areas' Grant-in-Aid*

THAT the report titled 2023 Electoral Areas' Grant-in-Aid (GIA) be received for information.

Recommendation No. 2 *2023 Electoral Areas' Grant-in-Aid De-Brief and Policy Discussion*

THAT staff report to a future Electoral Area Services Committee with a 2023 Electoral Areas' Grant-in-Aid debrief;

AND THAT the Electoral Areas' Grant-in-Aid Policy be brought forward for discussion to the next Board Policy Review Committee meeting.

CARRIED

Drywall Remediation
Contract Award

It was moved and seconded

114/23 THAT the report titled Request for Proposal (RFP) 2235016 Contract Award – Drywall Remediation Services at New West Gypsum be received for information;

AND THAT the Contract Award for Drywall Remediation Services at New West Gypsum be awarded to Kinetic Environmental Ltd. at a value of up to \$180,000 (excluding GST);

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

CARRIED

Engineering Services

Contract Award **It was moved and seconded**

115/23

THAT the report titled Engineering Services for Upgrades to McNeill, Chapman, and Edwards Lake Dams - Contract Amendment No. 2 be received for information;

AND THAT the project contract for the McNeill Lake Dam Upgrades Engineering Services be increased from \$126,026 to \$209,419 (plus GST);

AND THAT the project contract for the Chapman Lake and Edwards Lake Dams Upgrades Engineering Services be increased from \$222,745 to \$378,301 (plus GST);

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

CARRIED

Landscaping

Contract Extension **It was moved and seconded**

116/23

THAT the report titled 1911601 Landscaping and Lawncare Services – Contract Extension be received for information;

AND THAT the contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden for lawncare and landscaping services, be extended for up to an additional two (2) year period to May 31, 2025;

AND THAT the contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden be increased from \$232,183 to \$405,594 (not including GST);

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

CARRIED

Church Road

Contract Amendment **It was moved and seconded**

117/23

THAT the report titled Church Road Phase 4B Construction Management Services Contract Amendment (2237001) be received for information;

AND THAT the contract with Associated Environmental Inc. be increased up to an additional \$222,592 for a total not to exceed \$1,520,000 (excluding GST), which includes a \$63,897 contingency allowance;

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

117/23 cont. AND THAT the Church Road Phase 4B budget be increased by \$300,000 from \$9,270,000 to \$9,570,000 and funded from Regional Water [370] Capital Reserves;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

CARRIED

COMMUNICATIONS

Forest Tenure
Dispositions

It was moved and seconded

118/23 THAT the correspondence from Doug Kelly, Director, Ministry of Forests, Forest Tenures Branch, dated March 14, 2023 regarding Interfor Corporation's tenure dispositions in coastal British Columbia be received for information.

CARRIED

Gas Tax Projects

It was moved and seconded

119/23 THAT the correspondence from Mayor White, Town of Gibsons, dated March 15, 2023 regarding gas tax projects be received for information.

CARRIED

Student Transit Fees **It was moved and seconded**

120/23 THAT the correspondence from Mayor White, Town of Gibsons, dated March 27, 2023 regarding student transit fees be received for information.

CARRIED

Squamish Nation
News Release

It was moved and seconded

121/23 THAT the news release from Skwxwú7mesh Úxwumixw Squamish Nation, dated March 29, 2023 titled 'Creating Sustainable and Shared Prosperity for Future Generations' be received for information.

CARRIED

Metro Vancouver
Solid Waste Plan

It was moved and seconded

122/23 THAT the correspondence from George Harvie, Chair, Metro Vancouver Board, dated March 30, 2023 regarding 'Vision and Guiding Principles Engagement: Metro Vancouver's Solid Waste Management Plan Update' be received for information;

AND THAT the correspondence be added to an upcoming Solid Waste Management Plan Public and Technical Advisory Committee agenda.

CARRIED

MOTIONS

PTAC Resignation **It was moved and seconded**

123/23 THAT the resignation of Elizabeth Turner from the Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) be received.

CARRIED

DIRECTORS REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 2:22 p.m.

IN CAMERA It was moved and seconded

124/23 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”;

AND THAT Christine Alexander, Alternate Director for Area A, be authorized to attend the May 11, 2023 In Camera Board meeting.

CARRIED

The Board moved out of In Camera at 2:31 p.m.

RELEASE OF ITEMS FROM IN CAMERA

2023 Grant-in-Aid **It was moved and seconded**

125/23 THAT the 2023 electoral Areas' GIA approval letters include the total grant award and a list of the funders who contributed rather than individual amounts;

AND THAT the 2023 Electoral Areas' GIA allocations be approved as follows:

Brigade Bay Homeowner's Society	\$3,000
British Columbia Conservation Foundation	\$3,400
Coast Recital Society (The)	\$500
Coast Rogue Arts Society	\$3,450
Deer Crossing: The Art Farm Society (Copper Circle Project)	\$1,750
Deer Crossing: The Art Farm Society (Imagination Network)	\$1,500
Gambier Community Centre Society	\$1,600
Gambier Island Conservancy	\$4,780
Gibsons Landing Heritage Society	\$5,000
Gibsons Marine Education Centre Society	\$2,300
Gibsons Public Art Gallery	\$2,000

125/23 cont.	Halfmoon Bay Child Care Centre Society	\$4,980
	Loon Foundation (The)	\$3,500
	One Straw Society	\$4,000
	Pender Harbour Community Club	\$4,150
	Pender Harbour Living Heritage Society (Archives)	\$3,300
	Pender Harbour Living Heritage Society (Pender Harbour Days)	\$2,750
	Pender Harbour Music Society	\$5,000
	Restorative Justice Program of the Sunshine Coast	\$3,800
	Roberts Creek Community Association: Earth Day	\$1,000
	Roberts Creek Community Association: Slow Sundays	\$1,500
	Roberts Creek Mandala Society	\$4,350
	Serendipity Child Development Society	\$5,000
	Society for the Protection of Sargeant Bay	\$5,000
	Special Olympics BC - Sunshine Coast	\$2,000
	Suncoast Woodcrafters Guild	\$500
	Sunset Estates at Long Bay Owners Society	\$626
	Sunshine Coast Arts Council	\$3,000
	Sunshine Coast Community Services Society	\$5,000
	Sunshine Coast Conservation Association	\$2,300
	Sunshine Coast Dance Society (The)	\$3,000
	Sunshine Coast Driftwood Players	\$2,500
	Sunshine Coast Festival of the Performing Arts	\$4,500
	Sunshine Coast Hospice Society	\$5,000
	Sunshine Coast Jazz and Entertainment Society	\$2,500
	Sunshine Coast Resource Centre Society	\$5,000
	Sunshine Coast Trails Society	\$3,500

AND FURTHER THAT the Sunshine Coast Skating Club application be denied due to the purpose not aligning with the Electoral Areas' Grant-in-Aid Board Policy.

CARRIED

Sargeant Bay
Grant-in-Aid

It was moved and seconded

126/23

THAT a letter be written to the Society for the Protection of Sargeant Bay (the applicant) to advise of their successful grant request;

AND THAT the letter express that approval for funding the construction of a fish ladder in Colvin Creek was based on the following:

- the applicant's assurance to the Sunshine Coast Regional District (SCRD) Board that the project has the approval of the Department of Fisheries and Oceans including engineering specifications;
- that the applicant has obtained the relevant permitting required;
- that the applicant confirms that the shíshálh Nation has been consulted as stated in the application; and,

126/23 cont.

- that the applicant confirms they have advocated to the Federal Government for funding for this work and if required the SCRD would provide letters of support for this project;

AND FURTHER THAT the letter to the applicant be copied to Patrick Weiler, Member of Parliament for West Vancouver-Sunshine Coast-Sea to Sky Country.

CARRIED

ADJOURNMENT

127/23

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:32 p.m.

Certified correct

Corporate Officer

Confirmed this _____ day of _____

Chair