



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY JUNE 27, 2024

AGENDA

CALL TO ORDER 1:00 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of June 13, 2024

Annex A
Pages 3 - 10

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Committee of the Whole meeting recommendation Nos. 1 – 9 of June 13, 2024 Annex B
pp 11 - 13
4. Electoral Area Services Committee meeting recommendations 1 – 6 of June 20, 2024 Annex C
pp 14 - 16
5. 2024 Local Government Development Approvals Program Grant Approval – Development Approval Process Enhancements Project – Assistant Manager, Planning and Development Annex D
pp 17 - 19
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)
6. Placement of Notice on Title – Chief Building Official Annex E
pp 20 - 23
(Voting – All Directors – 1 vote each)
7. 2437010 Woodcreek Park Wastewater Treatment Plant Recirculating Filter Contract Award – Manager, Capital Projects Annex F
pp 24 - 26
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

8. Award Report – Five Year Xerox Managed Print Services Contract – Manager, Information Services Annex G
pp 27 - 28
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

COMMUNICATIONS

9. Annie Wise, Executive Director, Sunshine Coast Tourism dated June 18, 2024 Annex H
pp 29 - 30
 Regarding request for letter confirming Sunshine Coast Tourism as the lead provider of visitor services in Pender Harbour

MOTIONS

BYLAWS

10. i. *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.26 Green Waste Amendments receipt of staff report* – Manager, Solid Waste Services; Corporate Officer Annex I
pp 31 - 36
 ii. *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.26 - first, second, third reading and adoption*
(Voting – All Directors – Weighted Vote: B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, sNGD-1)

DIRECTORS’ REPORTS

Verbal

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (i), and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, and “the receipt of advice that is subject to solicitor-client privilege...”, “negotiations and related discussions respecting the proposed provision of a municipal service”

ADJOURNMENT



SUNSHINE COAST REGIONAL DISTRICT

JUNE 13, 2024

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 Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt Town of Gibsons	J. Gabias K. Backs D. McMahon K. Stamford D. Inkster A. Toth S. White
ALSO PRESENT:	A / Chief Administrative Officer Corporate Officer GM, Planning and Community Development GM, Infrastructure Services GM, Community Services Chief, Halfmoon Bay Volunteer Fire Department Manager, Facilities Parks Planning/Community Development Coord. Deputy Corporate Officer / Recorder Media Public		T. Perreault S. Reid I. Hall R. Rosenboom S. Gagnon R. Daley (in part) A. van Velzen (in part) S. Adams (in part) K. Wiebe 1 0

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

CALL TO ORDER 1:09 p.m.

Director Lee passed the Chair to Director Toth; Director Toth assumed the Chair.

AGENDA It was moved and seconded

175/24 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes

It was moved and seconded

176/24

THAT the Regular Board meeting minutes of May 23, 2024 be adopted as presented.

CARRIED

REPORTS

COW

It was moved and seconded

177/24

THAT Committee of the Whole recommendation Nos. 2 – 4 and 6 – 8 of May 23, 2024 be received, adopted and acted upon as follows:

Recommendation No. 2 *Budget Project Status Report – May 2024*

THAT the report titled Budget Project Status Report – May 2024 be received for information.

Recommendation No. 3 *2024 Budget Debrief and 2025 Budget Process and Timelines*

THAT the report titled 2024 Budget Debrief and 2025 Budget Process and Timelines be received for information;

AND THAT the process and timelines for the 2025-2029 Financial Planning Process be approved as presented;

AND THAT the 2024 Board meeting schedule be amended to add Finance Committee meetings for the purposes of 2025-2029 Financial Planning Pre-Budget, Fees and Charges Review, and Budget Meetings as follows: Pre-Budget Finance Committee - October 28 – 29, 2024; Fees and Charges Review Finance Committee – November 21, 2024; Round 1 Budget Finance Committee – November 25 – 26, 2024;

AND FURTHER THAT the Round 2 Budget Finance Committee meeting be scheduled for January 13-14, 2025 in the 2025 Board meeting schedule.

Recommendation No. 4 *Cliff Gilker Park Recovery Project*

THAT the report titled Cliff Gilker Park Recovery Project be received for information;

AND THAT a Budget Proposal for the Cliff Gilker Recovery Project be submitted as part of the 2025-2029 Financial Planning Process.

177/24 cont.

Recommendation No. 6 *Chaster Park Pedestrian Bridge Recovery Project*

THAT staff prepare an interim plan for access to Chaster Hall until the Chaster Park Pedestrian Bridge can be repaired.

Recommendation No. 7 *Sunshine Coast Chamber of Commerce and Sunshine Coast Tourism – Grant Payments*

THAT the report titled Sunshine Coast Chamber of Commerce and Sunshine Coast Tourism – Grant Payments be received for information;

AND THAT for 2024, Sunshine Coast Tourism be funded as follows:

- Pender Harbour Tourism Sanitation Services (Portable Toilets) - \$3,000 (Electoral Area A Economic Development [531]);
- Pender Harbour Visitor Information Centre Washrooms - \$11,000 (Electoral Area A Economic Development [531]);
- Pender Harbour Visitor Information Booths - \$11,500 (Electoral Area A Economic Development [531]);
- BC Ferries Travel Ambassador Program - \$3,000 (Electoral Area A [531] \$600, Electoral Area B [532] \$600, Electoral Area D [533] \$600, Electoral Area E [534] \$600 and Electoral Area F [535] \$600);

AND THAT the Sunshine Coast Chamber of Commerce be funded as follows:

- Pender Harbour Economic Development - \$2,500 (Electoral Area A Economic Development [531]);
- Visitor Services - Gibsons/Area D, E, and F (Visitor Information Park Kiosk, Wayfinding Map Info, and Rest Stop) - \$6,000 (Electoral Area E [534] \$2,000 and Electoral Area F [535] \$4,000);

AND FURTHER THAT the delegated authorities be authorized to sign the Funding Agreements.

Recommendation No. 8 *Egmont/Pender Harbour (Area A) Advisory Planning Commission Meeting Minutes of March 27, 2024*

THAT the Egmont/Pender Harbour Advisory Planning Commission meeting minutes of March 27, 2024, be received for information.

CARRIED

Recommendation No. 5 from the May 23, 2024 Committee of the Whole was received, pulled from the recommendations block and, therefore, not acted upon nor adopted.

COW

It was moved and seconded

178/24

THAT Special Committee of the Whole recommendation No. 1 of June 3, 2024 be received, adopted, and acted upon as follows:

Recommendation No. 1 *Drafted Community Climate Action Plan*

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

AND THAT the Community Climate Action Plan be adopted as presented;

AND THAT the SCRD's renewed Official Community Plans incorporate science-based targets for Greenhouse Gas Emission reductions pursuant to Section 473(3) of the *Local Government Act*;

AND THAT the following recommendations supporting core actions be implemented:

- a. That a climate lens that builds on current practices and further operationalizes climate considerations in governance be brought to the Board for consideration in Q4 2024;
- b. That a report outlining climate risks to assets and a framework to prioritize adaptation planning be brought to the Board for consideration in Q1 2025;
- c. That a gap analysis of climate change's impacts on water supply and demand be brought forth for consideration in Budget 2025 in Q3 2025;
- d. That Complete, Compact, Communities principles guide Official Community Plan renewal, as committed to as a signatory to the Climate Action Charter;
- e. That a report outlining regulatory tools to support clean energy be brought to the Board for consideration in Q1 2025;
- f. That the role of natural assets and green infrastructure be documented under the OCP renewal and made explicit in description of service levels;
- g. That a proposal be brought forth for consideration in Budget 2025 to support the inclusion of ecological stewardship, habitat connectivity and restoration in new land use planning policies and regulations;

178/24 cont.

h. That the SCR D organizes education and training opportunities to increase market readiness for significant scaling of energy efficiency retrofits starting in Q4 2024;

i. That the SCR D explore pursuing a municipal natural assets evaluation of the Chapman and Edwards Lake watersheds for consideration in the 2025 Budget process;

AND THAT CCAP be the subject of a future inter-governmental meeting proposed for Q3 2024;

AND THAT staff develop summary material, infographics, and activities to inform the community of the CCAP in Q3 2024;

AND THAT CCAP be referred to District of Sechelt, Town of Gibsons, shíshálh Nation, and Sk̓wxwú7mesh Nation for information, response, endorsement, or adoption as may be desired;

AND FURTHER THAT a review of CCAP be completed in three to five years based on annual progress reporting.

CARRIED

RFQ 2421601

It was moved and seconded

179/24

THAT the report titled Request for Quotation 2421601 - Rescue Truck: Halfmoon Bay Fire Department Award Report be received for information;

AND THAT the contract for Rescue Truck: Halfmoon Bay Fire Department be awarded to International Truck Body (BC) Inc. for the amount up to a total value of \$587,718 (before GST);

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

CARRIED

RFP 2461304

It was moved and seconded

180/24

THAT the report titled RFP 2461304 Fitness Equipment Preventative Maintenance - Contract Award be received for information;

AND THAT a contract to provide Fitness Equipment Preventative Maintenance be awarded to LIVun Ltd. in the amount of up to \$173,480 (excluding GST);

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

CARRIED

RFP 2440001 **It was moved and seconded**

181/24 THAT the report titled RFP 2440001 Design and Construction Administration Cemetery Expansion – Contract Award Report be received for information;

AND THAT a contract to provide design and construction administrative services for Seaview Cemetery be awarded to E. LEES + Associates Consulting Ltd. in the amount of up to \$325,000 (excluding GST);

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

CARRIED

BYLAWS

Bylaw 768 **It was moved and seconded**

182/24 THAT the report titled Town of Gibsons Borrowing be received for information;

AND THAT the Board consent to the long-term borrowing of \$3,329,000 over a 25-year term for the Town of Gibsons;

AND FURTHER THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be given three readings and be adopted.

CARRIED

Bylaw 768 **It was moved and seconded**

183/24 THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be given three readings.

CARRIED

Bylaw 768 **It was moved and seconded**

184/24 THAT Sunshine Coast Regional District Security Issuing Bylaw No. 768, 2024 be adopted.

CARRIED

DIRECTORS REPORTS

The Directors each provided verbal updates on their activities.

The Board moved In Camera at 2:07 p.m.

IN CAMERA

It was moved and seconded

185/24

THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a), (c), (k), and (i) of the *Community Charter* – “personal information about an identifiable individual...”; “labour relations or other employee relations”; “the receipt of advice that is subject to solicitor-client privilege...”; “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 3:13 p.m.

RELEASE OF ITEMS FROM IN CAMERA

Arena Advertising

It was moved and seconded

186/24

THAT staff issue a Notice of Intent (NOI) to enter into direct negotiations with the Coastal Sport Entertainment Group for advertising rights at the Gibsons and Area Community Centre arena

AND THAT if the NOI is unchallenged, that the delegated authorities enter into an agreement with the Coastal Sport Entertainment Group for advertising rights at the Gibsons and Area Community Centre arena

AND FURTHER THAT if an open competition is required, that the delegated authorities enter into an agreement with the successful proponent for advertising rights at the Gibsons and Area Community Centre arena

CARRIED

ADJOURNMENT

It was moved and seconded

187/24

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:13 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
COMMITTEE OF THE WHOLE**

June 13, 2024

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area A	L. Lee
		Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area F	K. Stamford
		District of Sechelt	A. Toth
		District of Sechelt	D. Inkster
		Town of Gibsons	S. White
		shíshálh Nation	P. Paul
ALSO PRESENT:	Acting Chief Administrative Officer		T. Perreault
	Corporate Officer		S. Reid
	GM, Infrastructure Services		R. Rosenboom
	GM, Planning and Development		I. Hall (part)
	GM, Community Services		S. Gagnon
	Strategic Planning Coordinator		S. Rempel (part)
	Manager, Solid Waste Services		M. Sole (part)
	Manager, Facility Services		A. van Velzen (part)
	Administrative Assistant / Recorder		L. Mosimann
	Media		0
	Public		15 (part)

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

CALL TO ORDER 9:31 a.m.

AGENDA The agenda was adopted as presented.

REPORTS

Recommendation No. 1 *Water Supply Update*

The Committee of the Whole recommended that the verbal report titled Water Supply Update be received for information.

Recommendation No. 2 *Implications of Extending Exemption to Stage 4 Water Conservation Regulations for Commercial Food-growing Farms*

The Committee of the Whole recommended that the report titled Implications of Extending Exemption to Stage 4 Water Conservation Regulations for Commercial Food-growing Farms be received for information.

Recommendation No. 3 *Policy Development to Support Food-Growing Farms*

The Committee of the Whole recommended that the Notice of Motion regarding policy development to support commercial food-growing farms be received for information;

AND WHEREAS a two-year (2023 and 2024) exemption from Stage 4 Water Restrictions for commercial food-growing farms was granted in 2023 in order to offer temporary relief while a more permanent solution for commercial farm water use was developed;

AND WHEREAS a more permanent solution has yet to be developed;

THEREFORE BE IT RESOLVED that the current Stage 4 Water Restriction exemptions for commercial food-growing farms be extended to 2028, or until agricultural water and land use policies are developed and adopted.

Director Backs left the meeting at 10:46 a.m. and returned at 10:50 a.m.

Recommendation No. 4 *Sechelt Landfill Licence of Occupation Replacement*

The Committee of the Whole recommended that the report titled Sechelt Landfill Licence of Occupation Replacement be received for information;

AND THAT the Sunshine Coast Regional District replace Licence of Occupation (Licence No. 241380) through the Province of British Columbia with a new ten-year Licence of Occupation (Licence No. 244831) for the Sechelt Landfill;

AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure documents.

Recommendation No. 5 *Request for Proposal 2461305 Heat Pump Replacement – Contract Award*

The Committee of the Whole recommended that the report titled RFP 2461305 Heat Pump Replacement – Contract Award be received for information;

AND THAT the project budget be increased from \$188,500 to \$250,000 with the additional \$61,500 to be funded through Local Government Climate Action Program (LGCAP) funds;

AND THAT the 2024 – 2028 Financial Plan be amended accordingly;

AND THAT a contract to provide Heat Pump Replacement be awarded to Fortius Mechanical Ltd. in the amount of up to \$250,000 (excluding GST);

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

Recommendation No. 6 *Gibsons and District Fire Protection Commission Minutes of May 2, 2024*

The Committee of the Whole recommended that the Gibsons and District Fire Protection Commission meeting minutes of May 2, 2024, be received for information.

Recommendation No. 7 *Solid Waste Public Technical Advisory Committee (PTAC) Minutes of April 17, 2024*

The Committee of the Whole recommended that the Solid Waste Public Technical Advisory Committee (PTAC) meeting minutes of April 17, 2024, be received for information.

Recommendation No. 8 *Correspondence Regarding Request for Area E Smoke Control Bylaw*

The Committee of the Whole recommended that the correspondence from Rod Moorcroft, Elphinstone Community Association, dated May 21, 2024, regarding request for Area E Smoke Control Bylaw be received for information.

Recommendation No. 9 *Growth Management*

The Committee of the Whole recommended that the May 16, 2019, Infrastructure Services Committee staff report titled Managing Growth to Address Water Supply Deficit be brought forward to the next appropriate Committee of the Whole meeting for information.

The Committee recessed at 11:16 a.m. and reconvened at 11:23 a.m.

IN CAMERA

The Committee moved In-Camera at 11:07 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) and (m) of the *Community Charter* – “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “a matter that, under another enactment, is such that the public may be excluded from the meeting.”

The Committee moved out of In Camera at 12:11 p.m.

ADJOURNMENT 12:11 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE**

June 20, 2024

RECOMMENDATIONS FROM THE ELECTORAL AREA SERVICES COMMITTEE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Electoral Area B	J. Gabias
	Directors	Electoral Area A	L. Lee
		Electoral Area D	K. Backs
Electoral Area E		D. McMahon	
ALSO PRESENT:	Acting Chief Administrative Officer		T. Perreault
	Corporate Officer		S. Reid
	GM, Planning and Development		I. Hall
	Assistant Manager, Planning and Development		K. Jones (part)
	Senior Planner		S. Koberwitz (part)
	Planner II		N. Copes (part)
	Manager, Parks Services /		
	Acting GM, Community Services		J. Huntington (part)
	Recording Secretary		A. O'Brien
	Media		1
Public		2	

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

CALL TO ORDER 9:31 a.m.

AGENDA The agenda was adopted as presented.

REPORTS

Recommendation No. 1 *Development Permit DP000310 for 1020 Keith Road (Fortis BC)*

The Electoral Area Services Committee recommended that the report titled Development Permit DP000310 for 1020 Keith Road (Fortis BC) – Electoral Area E be received for information;

AND THAT Development Permit DP000310 for 1020 Keith Road (Fortis BC) be referred to the June 25, 2024 Electoral Area E Advisory Planning Commission meeting.

The Chair invited comments from the public regarding Development Variance Permit DVP00099 (7531 Cove Beach Road). No comments were made.

Recommendation No. 2 *Development Variance Permit DVP00099 (7531 Cove Beach Road)*

The Electoral Area Services Committee recommended that the report titled Development Variance Permit DVP00099 (7531 Cove Beach Road) - Electoral Area B be received for information;

AND THAT Development Variance Permit DVP00099 (7531 Cove Beach Road) be referred to the Electoral Area B Advisory Planning Commission.

Recommendation No. 3 *Agricultural Land Commission Application ALR00026 (437 Hough Road)*

The Electoral Area Services Committee recommended that the report titled Agricultural Land Commission Application ALR00026 (437 Hough Road) be received for information;

AND THAT Agricultural Land Commission Application ALR00026 be referred to the Electoral Area E Advisory Planning Commission.

Recommendation No. 4 *SCRD Agreement with Sunshine Coast Community Forest for Stewardship and Maintenance of Big Tree Recreation Site*

The Electoral Area Services Committee recommended that the report titled SCR D Agreement with Sunshine Coast Community Forest for Stewardship and Maintenance of Big Tree Recreation Site be received for information;

AND THAT the delegated authorities be authorized to enter into an Agreement with the Sunshine Coast Community Forest for a three-year term, to support the stewardship and maintenance of Big Tree Recreation Site.

Recommendation No. 5 *West Howe Sound (Electoral Area F) Advisory Planning Commission Minutes of May 28, 2024*

The Electoral Area Services Committee recommended that the West Howe Sound (Electoral Area F) Advisory Planning Commission Minutes of May 28, 2024 be received for information.

The Chief Financial Officer provided a summary of the 2024 Electoral Areas' Grant-in-Aid process.

Recommendation No. 6 *2024 Electoral Areas' Grant-in-Aid Debrief*

The Electoral Area Services Committee recommended that the report titled 2024 Electoral Areas' Grant-in-Aid Debrief be received for information.

The Committee recessed at 10:27 a.m.

IN CAMERA

The Committee moved In-Camera at 10:36 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) and (k) 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;” and “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.”

The Committee moved out of In-Camera at 11:21 a.m.

ADJOURNMENT **11:22 a.m.**

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – June 27, 2024

AUTHOR: Kevin Jones, Assistant Manager, Planning and Development

SUBJECT: 2024 LOCAL GOVERNMENT DEVELOPMENT APPROVALS PROGRAM GRANT
APPROVAL - DEVELOPMENT APPROVAL PROCESS ENHANCEMENTS PROJECT

RECOMMENDATION(S)

- (1) THAT the report titled 2024 Local Government Development Approvals Program Grant Approval – Development Approval Process Enhancements Project be received for information;
 - (2) AND THAT the Sunshine Coast Regional District (SCRD) accepts the 2024 Local Government Development Approvals Program grant for the Development Approval Process Enhancements project valued at \$150,000;
 - (3) AND THAT the delegated authorities be authorized to execute the Approval Agreement and accept the Terms and Conditions;
 - (4) AND THAT the Development Approvals Process Enhancement Project be included in the 2024 budget for the Rural Planning Service [504];
 - (5) AND THAT the 2024-2028 Financial plan be amended accordingly.
-

BACKGROUND

In early 2024 UBCM/Ministry of Housing announced a new funding stream (Local Government Development Approvals Program (LGDAP)) that local governments could use for process improvements in the development application processing, which could include support in implementing recommendations made through Development Approvals Process Review (DAPR) reports. Staff prepared a grant application for this round of funding, with a Board resolution of support included (included here in part):

077/24 **Recommendation No. 3** *Application to the Local Government Development Approval Program (LGDAP)*

AND THAT an application for \$150,000 be made to the UBCM's/Ministry of Housing's Local Government Development Approvals Program (LGDAP) to implement recommendations of the Development Approvals Process Review (DAPR) Final Report;

AND FURTHER THAT should the application for LGDAP funding be successful, SCRD commits to provide overall grant management.

Grant Application Proposal

Staff identified three key pieces of work that were currently unfunded, which formed the basis for the grant application submitted to UBCM:

1. The development of a Procedures Manual that covers the processing of all development application file types
2. A full review of development related bylaws (e.g. Procedures and Fees Bylaw No. 522 and Delegation Bylaw No. 710), board and operational policies and procedures, to identify in detail current challenges and opportunities to create efficiencies within the development approval process and recommend specific solutions to these aspects of the Planning/Board decision-making process, while ensuring legislative requirements are met.
3. Based on the updates to the process mapping undertaken to date and the development of a Procedures Manual, work to create enhanced public facing guidance for applicants via the SCRD website, brochures etc.

Together these initiatives will provide a clearer, more streamlined and transparent processing experience for applicants and interested community members.

DISCUSSION

SCRD was informed that the grant funding in the amount of \$150,000 had been approved.

Project activities must be completed no later than May 29, 2025.

Board approval to accept the grant is required and recommended.

Financial Implications

This grant covers 100% of the eligible costs associated with the proposed project.

The current availability of staff resources to implement DAPR recommendations is limited given other core departmental functions. This grant funding will allow for the retention of an outside consultant to lead these three key pieces of work in partnership with staff. Having this additional funding resource for these three elements associated with the implementation of DAPR recommendations will assist in offsetting future taxation related to this work while noting that there will remain many other tasks and projects associated with DAPR recommendation implementation that will need to be resourced moving forward.

Timeline for next steps or estimated completion date

The project must be completed by May 29, 2025.

A consultant would be retained to lead the project to complete the three components of the project noted above. Should the Board endorse proceeding with acceptance of the grant and related conditions, staff will then initiate the process to engage a consultant to undertake the project.

STRATEGIC PLAN AND RELATED POLICIES

This grant project meets the strategic plan lenses of Service Delivery Excellence and Governance Excellence.

CONCLUSION

The SCRD Board approved the grant application for the Local Government Development Approval Program (LGDAP) for the Development Approval Process Enhancements project.

SCRD has been informed that the LGDAP grant application was approved, with the requirement that Board accepts the agreement and terms of conditions. This report recommends approval and acceptance of the grant and inclusion of the project in the draft 2024-2028 Financial Plan.

Reviewed by:			
Manager	X – J. Jackson	Finance	X – A. Taylor
GM	X – I. Hall	Legislative	
A/CAO	X – T. Perreault	Purchasing & Risk	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 27, 2024

AUTHOR: Brian Kennett, Chief Building Official

SUBJECT: PLACEMENT OF NOTICE ON TITLE

RECOMMENDATION(S)

- (1) **THAT the report titled Placement of Notice on Title be received for information;**
 - (2) **AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of District Lot 4444, PID 015-852-792, Folio 746.06434.000;**
 - (3) **AND FURTHER THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of District Lot 3988, Except Plans 12095, 14653, 15401, 15813, 16650, 17325, EPP39153 and EPP39184, PID 015-865-789, Folio 746.06208.001.**
-

BACKGROUND

Section 57(1) of the *Community Charter* allows a Building Official to recommend that a notice be registered against the land title where a Building Official observes a condition with respect to land, building or other structure that is considered to contravene a Regional District bylaw, Provincial regulation or any other enactment that relates to the construction or safety of buildings or other structures.

This report lists properties where a building or other structure is considered to be unsafe or is unlikely to be usable for its expected purpose, or where something was constructed that required a permit(s) or an inspection(s) under a bylaw, regulation or enactment which have not been obtained or completed.

Letters have been sent advising the registered owners that certain specific conditions exist regarding their property and requesting that building permits be obtained and completed in an effort to achieve voluntary compliance.

The *Community Charter* requires that the Regional District Board must pass a resolution to place a Notice on Title. The Corporate Officer has sent registered letters to all the registered owners of the properties listed in this report. The owners have been advised of the date and time of the Board meeting at which the decision whether to register a Notice on Title will be made and that, at this meeting, they will be afforded the opportunity to speak to these issues.

DISCUSSION

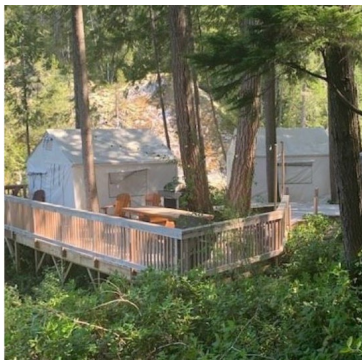
The listed properties are non-compliant due to one or more of the following:

- construction has taken place without a valid permit.

**1. 11285 East Inlet Shoreline, Electoral Area B
District Lot 4444
PID 015-852-792, Folio 746.06434.000**

The subject property is a 124-acre parcel located along the eastern shoreline of Sechelt Inlet, adjacent to the mouth of Storm Bay. It encompasses the northwestern portion and the tip of the cape known as Cawley Point. A seasonal camping resort has historically been operated on the property and is permitted under the current zoning. The parcel is zoned RU2 with a Resource OCP land use designation. A rezoning application was received on November 15, 2021 to amend the land use zoning to CD5 and Tourist Commercial respectively. The application was submitted to facilitate the development of a youth camp, wellness retreat and research facility at the subject property. This application has been paused at the applicant's request; no readings have been given to the proposed zoning bylaw amendment.

On August 25, 2022, members of the SCRD Building Division attended the property and confirmed that 8 cabins ranging in size from 320 sqft. to 420 sqft., had recently been constructed on the property near the shoreline without valid building permits. Numerous wood framed boardwalks, decks / tent platform structures, 2 yurts, along with several storage buildings and outhouses, were also observed, some of which may have been constructed by the previous owners of the property some time before the cabins. Three pre-existing permitted buildings consisting of a single-family dwelling, workshop, and washroom building had also been altered and / or uses had changed from those originally approved. The owner was advised to cease all unpermitted use of buildings and apply for building permits for all unauthorized construction and changes of use accordingly.



In accordance with *SCRD Building Bylaw No. 687*, the construction of buildings greater than 10 m² in building area, decks with a walking surface greater than 0.6m above grade or the change of use / class of occupancy of any building requires a building permit to be issued in advance. Building permits can only be issued in compliance with SCRD zoning and land use bylaws. *SCRD Zoning Bylaw No. 722* (Bylaw 722) prescribes a 15m setback from the natural boundary of the ocean for all buildings and structures and their construction within this setback is subject to the approval of a variance. In addition, accommodation in campgrounds is limited to the use of moveable tents, trailers or recreational vehicles as defined in Bylaw 722.

On January 26, 2023, a development variance permit application was received for 5 cabins, 1 yurt, and boardwalks located within the 15m setback. It, as well as the rezoning application mentioned above, have been paused at the applicant's request and are not approved. Building permit applications for 5 campground accessory cabins were received on March 10, 2023, but later expired on September 10, 2023, without being issued.

In order to bring the property into compliance, the necessary rezoning, variance, and building

permits would need to be issued and / or approved according to each building or structure's intended use, location, size and construction.

The property owner is aware of the permits and approvals required and through discussions with the SCRD Planning Division has requested additional time to amend their variance and rezoning applications.

The Building Division has not conducted any additional site visits and is unaware how the property and buildings are currently being used, therefore staff cannot confirm whether health, life or safety issues exist. Regardless, there are multiple buildings that currently contravene SCRD bylaws. Staff recommend notice be placed on title until compliance is achieved.

2. 15344 Sunshine Coast Highway, Electoral Area A
District Lot 3988, Except Plans 12095, 14653, 15401, 16650, 17325, EPP39153 and
EPP39184
PID 015-865-789, Folio 746.06208.001

The subject property is a 54.65-acre parcel abutting the Sunshine Coast Highway and Ruby Lake Lagoon at the southeast end of Ruby Lake. It is one of the parcels on which the Ruby Lake Resort is operated.

Building permit applications for 3 seasonal sleeping cabins with attached covered decks were received on May 23, 2018. The smallest being 150 sqft, the largest 280 sqft. Construction of the 3 cabins commenced without valid permits. Upon the Building Division's review of the applications, it was determined that a qualified registered professional would be required to take responsibility for the structural aspects of the cabins prior to issuance, based on how they were designed and constructed. The agent was notified of this requirement, however the applications later expired November 23, 2018, without the required documentation having been received.

As per *SCRD Building Bylaw No. 687*, a valid building permit is required in advance of the construction of any building greater than 10 m² (107.6 sqft) in building area. Building permits can only be issued once a completed application, including all required supporting documentation, has been submitted.

On February 29, 2024 the owner submitted documentation confirming that a registered professional had conducted an initial structural assesment of the cabins. The assesment identified several elements that did not meet the current BC Building Code. It demonstrated that the owner had taken the first step in engaging a qualified professional, however it was insufficient in terms of satisfying the required proof of commitment.

In order to bring the property into compliance, new building permit applications including all required documentation would need to be submitted and issued for each cabin. The cabins are currently in use and available for booking as shown in the photo from the Resort's website. Although the identified structural deficiencies may not pose an immediate risk to life safety, there is potential for other issues to exist given that the cabins are being used to provide overnight accommodation. Staff recommend notice be placed on title.



STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Section 57(1) of the *Community Charter* allows for a notice to be registered against the land title where a Building Official considers a condition with respect to land, building or other structure contravenes a Regional District bylaw, Provincial regulation, or any other enactment. Information on record with the Building Division, as summarized above, shows that these properties are in contravention. Staff recommend that notice be registered on Title at the Land Title Office against the above noted properties.

Reviewed by:			
Manager	X - B. Kennett	Finance	
GM	X - I. Hall	Legislative	X - S. Reid
CAO	X - T. Perreault	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 27, 2024

AUTHOR: Bryan Shoji, Manager, Capital Projects

SUBJECT: **2437010 WOODCREEK PARK WASTEWATER TREATMENT PLANT RECIRCULATING FILTER CONTRACT AWARD**

RECOMMENDATION(S)

- (1) THAT the report titled 2437010 Woodcreek Park Wastewater Treatment Plant Recirculating Filter Contract Award be received for information;**
 - (2) AND THAT a contract be awarded to Orenco Systems Inc. for the purchase of the wastewater treatment plant recirculating filter system and associated transportation costs in the amount of up to \$240,000 (plus GST);**
 - (3) AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The current Woodcreek Park Wastewater Treatment Plant (WWTP) is not functioning to original specifications and has numerous collection and treatment performance deficiencies.

The Sunshine Coast Regional District (SCRD) received grant funding under the Investing in Canada Infrastructure Program – Rural and Northern Communities (ICIP-RNC) on May 11, 2022, to improve the Woodcreek Park wastewater infrastructure. The grant value of \$769,000 towards a total project budget estimate of \$968,591 requires the improvements to be completed by March 31, 2026.

Integrated Sustainability were retained in March 2023 through a competitive Request for Proposal (RFP) to complete the wastewater treatment plant and collection system detailed design, tender specifications, and tender services required to bring the treatment plant into regulatory compliance and satisfy the terms of the grant agreement.

The purpose of this report is to update the Board on the WWTP upgrade progress and obtain approvals to purchase key treatment process equipment.

DISCUSSION

The Woodcreek Park WWTP design is at 90% completion stage and a draft permit has been received from the Ministry of Environment and Climate Change Strategy (MOECCS). A critical design component involves the replacement of the failing recirculating sand filters with a proprietary textile media filter system supplied by Orenco Systems Inc. (Orenco).

The Orenco filter system would provide seamless integration with the remaining treatment process equipment, reduce the infrastructure footprint size considerably, and improve access for ongoing maintenance and monitoring. The Orenco filter systems have an extensive proven operational history with over 37,000 treatment systems installed throughout the world.

Orenco submitted a quotation for the supply of five filter units and associated equipment in the amount of \$141,233 USD (approximately \$198,000 CAD), plus shipping and taxes, which was reviewed by the project consultants and deemed reasonable falling within budgetary limits. As the supplier was unable to provide firm shipping and duty costs at this time and currency exchange rates vary, a 20% contingency allowance is provided in the award value recommendation raising the total requested value to \$240,000 CAD.

Notice of Intent Process and Results

In order to determine if there were other interested suppliers that could provide similar filter systems that would meet the project requirements, a Notice of Intent (NOI) was issued.

NOI 2437010 Orenco Filtration System was issued on BCBid on March 22, 2024, and closed on April 5, 2024. No objections were received.

Options and Analysis

As there were no objections to the NOI and the Orenco quotation is considered more than reasonable and is within budgetary limits, it is recommended that the Orenco quotation be accepted and that a contract be entered into.

Financial Implications

Orenco's quotation, inclusive of the shipping allowance, is within project budgetary limits provided within the 2024-2028 Financial Plan.

Timeline for next steps

Following the purchase of the filter system, next steps involve hosting an information session with the community wastewater system users in early July, completing detailed design and tender specifications, and then issuing the construction tender for late Q3 or early Q4 construction start.

Communications Strategy

A project information session is currently being scheduled for the Woodcreek Park WWTP users where the design and project schedule will be provided.

STRATEGIC PLAN AND RELATED POLICIES

This staff report is aligned with the Board's Strategic Plan lenses of Service Delivery Excellence and Climate Resilience and Environment.

CONCLUSION

The recirculating filter system is a critical component of the Woodcreek Park WWTP and requires replacement. In accordance with the SCRD’s Procurement Policy, NOI 2437010 was issued for Direct Award of five Orenco filter units. No objections were received. Staff recommend that the SCRD award a contract to Orenco Systems Inc. plus shipping costs with a value of up to \$240,000 plus GST.

Reviewed by:			
Manager		Finance	X - A. Taylor
GM	X - R. Rosenboom	Legislative	
CAO	X - T. Perreault	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 27, 2024

AUTHOR: David Nelson, Manager Information Services

SUBJECT: **AWARD REPORT – FIVE YEAR XEROX MANAGED PRINT SERVICES CONTRACT**

RECOMMENDATION(S)

- 1) **THAT the report titled Award Report – Five Year Managed Print Services Contract be received;**
 - 2) **AND THAT the SCRD enter into a five-year contract with Xerox Canada, West X Business Solutions for a total contract value of \$228,000 (excluding GST);**
 - 3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The current five-year managed print services contract with Xerox Canada, West X Business Solutions expires July 2024. The purpose of this report is to seek approval to execute a 5-year contract with Xerox Canada, West X Business Solutions for new multifunction print devices and related services.

DISCUSSION

A trade-compliant corporate supply arrangement offers a streamlined procurement process to acquire this contract with competitively-bid pricing through the Canoe Procurement Group of Canada, one of the largest public-sector buying groups in Canada.

Staff recommend a 5-year contract be awarded to Xerox Canada, West X Business Solutions based on the proposal received under the Canoe purchasing program.

Financial Implications

The total cost of the current contract ending July 2024 is estimated to be \$188,000 for the five-year term within an approved budget of \$253,879. The 26% lower actual cost than budget was due to a usage drop in copier/print services during the COVID pandemic.

The cost of the new 5-year contract is estimated at \$228,000 (excluding GST) and is based on historical and expected usage over a new 5-year contract term.

The cost for the new print services contract can be absorbed through existing base budgets. No amendments to the Financial Plan are needed.

STRATEGIC PLAN AND RELATED POLICIES

This contract meets SCRD procurement policies for competitive bidding, aligns with the Board Financial Sustainability Policy regarding overall costs, while meeting evolving printer/copier use requirements.

CONCLUSION

The current five-year managed print services contract with Xerox Canada, West X Business Solutions is ending in July 2024. Staff recommend executing a new 5-year contract with Xerox Canada, West X Business Solutions at a total value of \$228,000 (excluding GST) within existing budgets and procurement requirements.

Reviewed by:			
Manager	X – D. Nelson	CFO/Finance	X - A. Taylor
GM		Legislative	
Acting CAO	X-T.Perreault	Purchasing	X - V. Cropp

From: Annie Wise
Sent: Tuesday, June 18, 2024 2:07 PM
To: Tina Perreault
Subject: Pender Harbour Visitor Info Booth - letter request

Hi Tina,

I have a request that I'm wondering if you can help me with - I thought I'd ask you first mainly because I know you're in the loop regarding the transition of management of the Pender Harbour Visitor Info Booth to Sunshine Coast Tourism, but please feel free to redirect to someone else at your organization!

The Pender Harbour Visitor Info Booth has for several years been an "Affiliate" Member of the Destination BC Visitor Services Network Program. This Affiliate status provides access to staff training and resources from Destination BC, statistics collection services, and overall elevates the operation to by recognizing it's meeting the provincial standards.

New for 2024, Affiliate Members must provide a letter from the applicable local authority, confirming the sponsor organization as the lead provider for the community's visitor services. In this case, that would be a letter from the SCR D, confirming Sunshine Coast Tourism as the lead provider for visitor services in Pender Harbour. I've attached Destination BC's template letter. Can the SCR D provide this letter for us? We'd like to get our status confirmed with Dest. BC as soon as possible, but I know everything is very busy for the SCR D.

Thank you so much for your help!

Warmly,

Annie

--



Annie Wise
Executive Director
Sunshine Coast Tourism
sunshinecoastcanada.com
604.330.3203
annie@sunshinecoastcanada.com

We are grateful to live and work on the traditional, unceded territories of the Coast Salish peoples including the Skwxwú7mesh Úxwumixw, the Tla'amin, Klahoose, Xwémalhkwu, and shishálh Nations.

<ON LETTERHEAD of COMMUNITY (not sponsor organization)>

<DATE>

Destination British Columbia
12th Floor – 510 Burrard Street
Vancouver, BC V6C 3A8

Attn: Visitor Services Network Program

RE: Visitor Services in <COMMUNITY>

Please accept this letter as confirmation that <ORGANIZATION> is the sole organization recognized by <COMMUNITY> for the provision of our community's of visitor services.

Kind regards,

<NAME & SIGNATURE>

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – June 27, 2024

AUTHOR: Marc Sole, Manager, Solid Waste Services
Sherry Reid, Corporate Officer

SUBJECT: *SUNSHINE COAST REGIONAL DISTRICT SANITARY LANDFILL SITE BYLAW NO. 405 GREEN WASTE AMENDMENTS*

RECOMMENDATION

- 1) **THAT** the report titled *Sunshine Coast Regional District Sanitary Landfill Site Bylaw No. 405 Green Waste Amendments* be received for information;
 - 2) **AND THAT** *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.26, 2024* be considered for readings and adoption.
-

BACKGROUND

Sunshine Coast Regional District (SCRD) Sanitary Landfill Site Bylaw No. 405, 1994 (Bylaw 405) regulates and sets out requirements for the disposal of solid waste at the SCRD disposal facilities.

At the February 27, 2020, meeting of the SCRD Board, the following resolution related to the SCRD's green waste program was passed:

069/20 (in part) **Recommendation No. 5** *Commercial Use of SCRD's Green Waste Recycling Program - Considerations*

AND THAT *SCRD Bylaw No. 405* define residential green waste as all vehicles up to and including small pick-up trucks, but excluding dump-style trailers, up to 250 kg;

AND FURTHER THAT the tipping fee for residential green waste remain at \$0.00.

Due to an impending contract award for the operation of the South Coast Green Waste Depot in 2020, the actioning of this resolution was delayed while assessing whether the new site contractor wanted to install a scale at the site and fully staff the site during operating hours. The installation of a scale at this site would have precluded the need for this bylaw amendment as the site operator could have differentiated between residential and commercial users, regardless of vehicle size. However, by the time the site operator had declined to add a scale and permanently staff the site, there were crucial vacant positions within the Solid Waste Division and this amendment was never actioned.

The purpose of this report is to provide additional background on the amendment to *Sanitary Landfill Site Bylaw No. 405*. A proposed bylaw amendment is provided in Attachment A of this report.

DISCUSSION

Staff have reviewed the proposed bylaw amendment from 2020 and recommend an alternative bylaw amendment that will still meet the desired outcome to allow green waste drop-off by small scale commercial operators acting on behalf of residential customers at the South Coast Green Waste Depot and the Pender Harbour Transfer Station.

Analysis

South Coast Green Waste Depot: This site is intended for residential green waste from Gibsons and the surrounding Electoral Areas only. However, the lack of a scale and full-time staffing enables non-compliance by commercial operators to occur. As the SCRD pays its green waste processing and hauling contractor under separate agreements for all green waste collected at this depot, non-compliance by commercial operators who choose not to take their green waste to Salish Soils in Sechelt and pay a tipping fee is currently a financial burden on the service. Further to this, concerns have been expressed that small scale commercial operators dropping off green waste on behalf of residential customers should not be charged the commercial rate. While this bylaw amendment will not distinguish between commercial operators and residential self-haulers, it will provide an avenue to accept small commercial loads of green waste at no charge based on volume or tonnage (whichever is greater).

Pender Harbour Transfer Station: Currently, this site accepts residential green waste loads that are less than five tonnes at no charge, residential loads larger than five tonnes at \$45 per tonne, and commercial green waste at a tipping fee of \$86 per tonne. The proposed bylaw amendment will provide added clarity to site staff and the public at this facility so there will no longer be a need to determine what constitutes residential green waste versus commercial green waste.

Financial Implications

Amending Bylaw 405 to assess drop-off fees based on volume and/or weight should not create immediate financial implications to the SCRD's green waste service. It is recommended that a financial assessment be conducted at year-end to determine the impact, if any, of this change.

It is anticipated that the bylaw amendment will provide greater clarity to the operations contractor of the South Coast Green Waste Depot and the public. As a result, this site may see fewer unauthorized commercial users, assuming greater enforcement, which may reduce the tonnage transported from this facility to the green waste processor. The SCRD pays the green waste hauler and processor by weight of material processed so a reduction in tonnage may have positive financial implications for this service.

Legislative Implications

The following factors and considerations were contemplated in drafting a bylaw amendment to meet the desired outcome to facilitate a no-charge green waste drop-off option for small scale commercial operators acting on behalf of residential customers:

- Any bylaw amendment to *Sunshine Coast Regional District Sanitary Landfill Site Bylaw No. 405* regarding green waste impacts the landfill/transfer station sites (and is therefore not exclusive to the South Coast Green Waste Depot).
- The current operator contract for the South Coast Green Waste Depot compels the operator to refer to Bylaw 405 to determine acceptable material for drop-off and to only accept self-hauled residential waste.

- There is no definition or definitions within bylaw 405 to distinguish between “commercial” or “residential” green waste, therefore the proposed amendment recommends differentiation of loads be based on volume and weight of load.
- Due to the lack of a scale at the South Coast depot, staff have recommended volumetric thresholds to authorize small-scale commercial drop-offs of green waste (a tonnage measurement has also been provided to accommodate site(s) with a scale).
- Any amendment to provide a ‘no-charge small-scale commercial drop-off’ option within Bylaw 405 will require an accompanying amendment to the site operations contract for the South Coast Green Waste Depot.

Communications Strategy

A communications plan will be implemented to advise users of the South Coast Green Waste Depot and Pender Harbour Transfer Station of the new fee structure for green waste. This will include messaging through the SCRD’s website and social media platforms, as well as advertisements in the relevant local newspapers. Signage will also be updated accordingly at each site. Site staff at the Pender Harbour Transfer Station and the South Coast Green Waste Depot operations contractor will be notified, trained on how to interpret the new fee structure, and asked to inform users of these facilities.

STRATEGIC PLAN AND RELATED POLICIES

This staff report is aligned with the Board’s Strategic Plan lens of Service Delivery Excellence.

CONCLUSION

A definition for residential green waste will provide greater clarity to the public, as well as site staff at the Pender Harbour Transfer Station and the SCRD’s site operations contractor at the South Coast Green Waste Depot, which will improve the operational efficiency of both facilities.

Attachment A: ***Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.26, 2024***

Reviewed by:			
Manager		Finance	
GM	X - R. Rosenboom	Purchasing and Risk	X – V. Cropp
Acting CAO	X - T. Perreault	Communications	X - A. Buckley

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 405.26

*A bylaw to amend Sunshine Coast Regional District Sanitary
Landfill Site Bylaw No. 405, 1994*

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

1. This bylaw may be cited as *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.26, 2024.*
2. *Sunshine Coast Regional District Sanitary Landfill Site Bylaw No. 405, 1994* is hereby amended as follows:
 - a) Delete Schedule “B” in its entirety and replace with the revised Schedule “B” attached hereto.

READ A FIRST TIME	this	27 th	day of	June, 2024
READ A SECOND TIME	this	27 th	day of	June, 2024
READ A THIRD TIME	this	27 th	day of	June, 2024
ADOPTED	this	27 th	day of	June, 2024

CORPORATE OFFICER

CHAIR

**SUNSHINE COAST REGIONAL DISTRICT
BYLAW NO. 405
"SCHEDULE B"**

LANDFILL SITE FEES

The following fees will be levied for waste delivered to the landfill sites

- 1) Municipal Solid Waste** (excluding Recyclable Materials & Controlled Waste) \$150 per tonne

- 2) Recyclable Materials:**
 - a) Yard and Garden Waste**
(for sites that have a scale, weight of the load will be the deciding factor):
 - i. Loads equal to or less than 4m³ in volume **OR** equal to or less than 0.5 tonnes by weight NO CHARGE
 - ii. Loads greater than 4m³ in volume **OR** more than 0.5 tonnes by weight (accepted **ONLY** at sites with a scale) \$86 per tonne

 - b) Metal:**
 - i. Scrap \$150 per tonne
 - ii. Propane Tanks
 - up to 1 lb (camp size) \$2.00
 - over 1 lb up to 25 lbs \$10.00
 - over 25 lbs up to 100 lbs \$10.00 **OR** \$150 per tonne
 - iii. Containing Ammonia (eg. refrigerators) \$80 per unit
 - iv. MARR Appliances NO CHARGE

 - c) Tires:**
 - i. Passenger rim removed \$5 on rim \$10 **OR** \$215 per tonne
 - ii. Medium Truck rim removed \$20 on rim \$42 **OR** \$315 per tonne
 - iii. OTR rim removed \$240 on rim \$480 **OR** \$665 per tonne

 - d) Paint & Product Care Products** (accepted **ONLY** at Sechelt Landfill) NO CHARGE

 - e) Mattresses:**
 - i. Mattress or Boxspring – DRY (or only surface damp) \$25.00 per mattress or boxspring
 - ii. Mattress – WET \$30.00 per mattress
 - iii. Mattress or Boxspring – if 5 or more \$35.00 per mattress or boxspring
 - iv. Crib Mattress \$5.00 per crib mattress

 - f) Cardboard** \$285 per tonne

 - g) Food waste** (accepted **ONLY** at Pender Harbour Transfer Station Site)
 - i. Loads under 30kg \$5
 - ii. Loads under 30kg source separated waste, including separated food waste and separated Municipal Solid Waste \$5
 - iii. Food waste over 30kg and up to a maximum of 45 kg \$150 per tonne

3) Controlled Waste:

- a) Separated Construction / Demolition Waste
 - i. Dirt and Rocks \$105 per tonne
 - ii. Clean Wood \$170 per tonne
 - iii. Roofing Material \$190 per tonne
 - iv. Treated/Dirty Wood Waste \$265 per tonne
 - v. Acceptable Gypsum \$1,000 per tonne
 - vi. Asphalt, Concrete \$275 per tonne
 - vii. Asbestos, Asbestos Cement and Asbestos-Containing Materials (including but not limited to vermiculite, vinyl floor tile, sheet vinyl flooring with paper backing, ceiling tiles, textured ceiling, stucco, cement panels and roofing) \$275 per tonne
- b) Dead Animals \$275 per tonne
- c) Boats cut up into sections no larger than 1 square metre (accepted **ONLY** at Sechelt Landfill) \$265 per tonne
- d) Recreational Vehicles cut up into sections no larger than 1 square metre (accepted **ONLY** at Sechelt Landfill) \$265 per tonne
- e) Tires filled with foam (accepted **ONLY** at Sechelt Landfill) \$18 per tire

4) All charges referred to in Sections 1 through 3 are subject to a \$5 minimum charge.

5) **Non-Separated Waste** (to be charged for the entire load) two times the regular/separated fee of the most expensive material in the load referred to in Sections 1 through 3

6) All loads of non-separated waste are subject to a \$10 minimum charge.

7) The weight of materials delivered to the landfill site, on which fees are based, will be determined by:

- a) Measuring the weight on the scale provided at the landfill site; **or**
- b) In the event that the scale provided is not operational, weight will be estimated by the landfill Attendant employed by the Sunshine Coast Regional District.

8) All charges referred to in Sections 1 through 8 will be rounded up or down to the nearest quarter of a dollar.