



COMMUNITY SERVICES COMMITTEE
Thursday JUNE 13, 2013
SCRD Board Room, 1975 Field Road, Sechelt, BC

AMENDED AGENDA

CALL TO ORDER 1:30 pm

AGENDA

1. Adoption of the Agenda

PETITIONS AND DELEGATIONS

2. Sunshine Coast Community Response Network Annex A
pp 1
 - i. Correspondence from Dianne Evans, Coordinator, regarding World Elder Abuse Day June 15, 2013

REPORTS

3. Manager's Report and Highlights - Parks and Recreation VERBAL
4. Recreation and Parks Services Advisory Committee Minutes of May 21, 2013 - *receipt and adoption of recommendations* Annex B
pp 2-6
5. Dakota Ridge Advisory Committee minutes of May 7, 2013 - *receipt and adoption of recommendations* Annex C
pp 7-9
6. Treasurer and Parks Planning Coordinator - Proposed Dakota Ridge Trail Expansion Annex D
pp 10-14
7. Parks Planning Coordinator - Pratt Road Bike Lane Update and 2013 Project Scope Annex E
pp 15-16
8. Director Lewis - Ocean Beach Esplanade Illegal Parking and Beach Fires - potential installation of barriers VERBAL
9. Parks Services Manager - Coopers Green Hall - Welcome Beach Community Association Proposal Annex F
pp 17-19
10. Parks Services Manager - Follow-up Request for Segregated Area at Seaview Cemetery Annex G
pp 20-24
11. Parks Services Manager - Mt. Elphinstone Cemetery - 1059 Keith Road Possible Acquisition Annex H
pp 25-28
12. Parks Services Manager - Egmont School/Egmont Park License Agreement with SD46 Annex I
pp 29-36
13. Recreation Services Manager - Recreation Services Fees and Charges Review 2013 Annex J
pp 37-38

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| 14. Manager, Pender Harbour Aquatic and Fitness Centre - PHAFC Services Fees and Charges Review 2013 | Annex K
pp 39-42 |
| 15. Treasurer - 2013 Capital Projects Funding Amendments | Annex L
pp 43-48 |
| 16. Sunshine Coast Emergency Program minutes of May 29, 2013 - adoption | Annex M
pp 49-51 |
| 16a. ⇒ ADD Manager of Legislative Services - Establishing a Green Waste Service | pp 51a-51b |

COMMUNICATIONS

- | | |
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| 17. School District No. 46 - Access to Facilities at Roberts Creek Elementary School on Saturdays | Annex N
pp 52-53 |
| 18. Telus - Cellular and Wire Line Coverage | Annex O
pp 54-56 |

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e), (g) and (k) of the *Community Charter* “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality”, “litigation or potential litigation affecting the municipality” and “negotiations and related discussions respecting the proposed provision of a municipal service.”

ADJOURNMENT

SCRD STAFF REPORT

DATE: June 7, 2013
TO: Community Services Committee Meeting – June 13, 2013
FROM: Angie Legault, Manager of Legislative Services
RE: **Establishing a Green Waste Service**

RECOMMENDATION(S)

THAT the Manager of Legislative Services' report concerning Establishing a Green Waste Service be received.

BACKGROUND

The following recommendation was made at the June 6, 2013 Infrastructure Services Committee meeting:

Recommendation No. 6 *Green Waste Program*

The Infrastructure Services Committee recommended that the Manager of Legislative Services provide a report to the June Community Services Committee meeting on logistics around an AAP to create a new Green Waste Service, including timelines and whether the process can be completed in time to be incorporated in the 2014 budget.

DISCUSSION

An Alternative Approval Process would be the most cost effective method to obtain the elector approval required to establish a new service. In general, an AAP would take four (4) months to complete (after all service related decisions are made and assuming staff capacity).

In order to have a new service in place for taxation in 2014, an establishing bylaw must be adopted by December 31 (October 1 if costs are to be recovered via parcel tax). Given the timing and work to be completed, decisions will need to be made quickly if the Board wishes to pursue this option.

The following steps are required:

- Service decisions
 - Define service area, service level and proposed annual budget
 - Determine cost recovery mechanism e.g. ad valorem, parcel tax, etc.
 - Calculate tax rate (should be sufficient to ensure amendment isn't required for at least five years)
- Communication with member municipalities
- Public consultation
- Draft bylaw
 - Bylaw must receive 3 readings and be approved by the Inspector of Municipalities prior to commencing AAP (3-6 week turnaround time)
- Prepare for and initiate AAP – voters lists, forms, information package, statutory advertising (two consecutive weeks), website updates, managing public inquiries and elector responses, determining final results

- Bylaw adoption and submission to Province
- Information to BC Assessment for service area coding

The amount of staff time required for the AAP will depend on the level of elector response. Given our past experience with matters related to solid waste, it would be reasonable to expect a high level of community interest. Legislative Services staff would deal with elector response forms and inquiries about process. Solid Waste staff would deal with service related inquiries.

Given the number of tasks that need to be accomplished, it is unlikely that an elector approval process could be accomplished by October 1st (if cost recovery is to be parcel tax).

If the Board deems completion of an AAP to be a priority for 2014 taxation, the Solid Waste and Legislative Services Division work plans would be adjusted accordingly to ensure the bylaw could be adopted prior to year end.

Should the Board choose to move forward with an AAP, the next step would be to request a full staff report discussing the service related issues and financial implications.

Estimated cost of process (note to be charged to Regional Feasibility Study)

Alternative Approval process (required to establish new service)

Legal (contingency)	\$ 500.00
Statutory Advertising	\$1,200.00
Meetings & Supplies	\$1,520.00
Staff Time	\$4,500.00***
Total	<u>\$7,720.00</u>

*** Staff time will be dependent on the amount of public interest generated.