



SUNSHINE COAST REGIONAL DISTRICT



**REGULAR BOARD MEETING
TO BE HELD ELECTRONICALLY IN ACCORDANCE WITH
MINISTERIAL ORDER M192 AND TRANSMITTED VIA
THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT
OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.**

THURSDAY, DECEMBER 10, 2020

AMENDED AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of November 26, 2020 Annex A
Pages 1 – 20
3. Special Board meeting minutes of December 3, 2020 Annex B
pp 21 – 24

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

4. Corporate and Administrative Services Committee recommendation Nos. **⇒AMENDED** 2-7, 9 and 14 of November 26, 2020 Annex C
pp 25 – 29
(recommendation Nos. 1, 8, 10-13 and 15-16 previously adopted)
- 4a. **⇒ADD** Planning and Community Development Committee recommendation Nos. 3-6 and 10 of December 10, 2020 pp 29a – b
5. 2021 Board Appointments - Corporate Officer Annex D
pp 30 – 32
6. 2021 Chair Appointments - Corporate Officer Annex E
pp 33 – 34
- 6a. **⇒ADD** Updated Public Health Officer (PHO) Order for Meetings and Public Hearings – Corporate Officer pp 34a – b
7. 2020-2024 Financial Plan Bylaw Amendments – Chief Financial Officer Annex F
pp 35 – 43

COMMUNICATIONS

- 8. Aaron D. Joe, President and CEO, Salish Soils Inc. dated November 24, 2020 Annex G
p 44
Regarding CleanBC Organics Infrastructure Program Grant

- 9. Amanda Amaral, Chair, Board of Education, School District 46 – Sunshine Coast dated November 19, 2020 Annex H
pp 45 - 46
Regarding Gas Tax Revenues for Bicycle and Pedestrian Lanes

MOTIONS

BYLAWS

- 10. *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.2, 2020* Annex I
pp 47 - 89
– **first, second, third reading and adoption**
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)

- 11. *Sunshine Coast Regional District 2021 Revenue Anticipation Borrowing Bylaw No. 729, 2020 – receipt of staff report* Annex J
pp 90 - 93
– **first, second, third reading and adoption**
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)

- 12. *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.25, 2020* Annex K
pp 94 - 95
– **first, second, third reading and adoption**
(Voting – Participants – weighted vote: B-2, D-2, E-2, F-2)

- 13. *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.37, 2020* Annex L
pp 96 - 101
– **first, second, third reading and adoption**
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6)

- 14. *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.22, 2020* Annex M
pp 102-104
– **first, second, third reading and adoption**
(Voting – Participants – weighted vote: A-2, B-2, D-2, E-2, F-2)

- 15. *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.13, 2020* Annex N
pp 105-106
– **first, second, third reading and adoption**
(Voting – All Directors – 1 vote each)

16. *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.6, 2020*
– **first, second, third reading and adoption**
(Voting – All Directors – 1 vote each) Annex O
pp 107-108

17. *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.4, 2020*
– **first, second, third reading and adoption**
(Voting – All Directors – 1 vote each) Annex P
pp 109-110

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

ADJOURNMENT

Recommendation No. 3 *ICIP Grant Application - Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project*

THAT the report titled Investing in Canada Infrastructure Program – Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund Grant Application for the Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) Board supports the previously submitted application for grant funding for the Sechelt Aquatic Centre Building Envelope Review and Energy Efficiency Improvement Project through the ICIP – Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund;

AND THAT SCRCD supports the project and commits to its share of up to \$250,000 of the project as well as cost overruns;

AND FURTHER THAT this recommendation be forwarded to the December 10, 2020 Regular Board meeting.

Recommendation No. 4 *Ports Capital Upgrades and Ports Engineering Consulting Services Contract Update*

THAT the report titled Ports Capital Upgrades and Ports Engineering Consulting Services Contract Update be received;

AND THAT the contract with Herold Engineering for ports capital upgrades and contracted ports engineering consulting services be increased to up to \$140,000 (excluding GST);

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

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of December 10, 2020.

Recommendation No. 5 *Snow Removal Associate Member Insurance*

THAT the report titled Snow Removal Associate Member Insurance be received;

AND THAT Board approve the Service Providers Agreement between the SCRCD and Progress Group Inc, establishing Progress Group Inc as an MIABC associate member with the date as set out in the Service Providers Agreement;

AND THAT SCRCD Delegated Authorities be authorized to sign the Service Providers Agreement documents;

AND FURTHER THAT this recommendation be forwarded to the December 10, 2020 Regular Board Meeting.

Recommendation No. 6 *Development Variance Permit DVP00063 (5642 Mintie Rd)*

THAT the report titled Development Variance Permit DVP00063 (5642 Mintie Rd) be received;

AND THAT Development Variance Permit DVP00063 be issued to vary Zoning Bylaw No. 310:

1. Section 811.3 to reduce the required minimum building setback from any parcel line from 5 m to: 0.3 m from the front parcel line, and 0.1 m from the side parcel line for the proposed reconstructed buildings;
2. Section 509 to reduce the required number of off-street parking spaces from 20 to 2 and the required number of loading spaces from 1 to 0;
3. Section 811.2 to permit parking or loading located in a setback area where the abutting property is zoned R2; and
4. Section 507.1 to reduce the required setback from the natural boundary of the ocean from 7.5 m to 3.7 m for an uncovered and unenclosed deck and steps;

AND FURTHER THAT the above recommendation be forwarded to the December 10, 2020 Regular Board meeting.

Recommendation No. 10 *Provincial Referral - shashishalhem Proposed Names*

THAT the report titled Provincial Referral - shashishalhem Proposed Names - Areas A & D be received;

AND THAT the following comments about SCR D service areas be forwarded the BC Geographical Names Office for consideration by shíshálh Nation and the Province:

- a. THAT the Sunshine Coast Regional District supports efforts to identify and rename geographical features and locations within the shíshálh swiya as an important part of building relationships, cultural awareness, respect and reconciliation;
- b. THAT the Province be requested to confirm, with input/support from the shíshálh Nation, how the interface of k̄ (underscore-k) with E911 and IT systems can best be managed, and to provide that information to SCR D and emergency service providers;
- c. THAT as SCR D, the Province of BC and the shíshálh Nation seek to build support and momentum for both the Foundation Agreement specifically and cultural awareness, respect and reconciliation more generally that geographical feature(s) and location(s) other than Madeira Park be identified and considered for renaming at this time;

AND THAT the delegated authorities be authorized to accept UBCM Community-to-Community Forum grant support of up to \$2,984;

AND THAT the 2020-2024 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of December 10, 2020.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – December 10, 2020

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: **UPDATED PUBLIC HEALTH OFFICER (PHO) ORDER FOR MEETINGS AND PUBLIC HEARINGS**

RECOMMENDATIONS

THAT the report titled Updated Public Health Officer (PHO) Order for Meetings and Public Hearings be received for information.

BACKGROUND

On December 2, 2020, the Provincial Health Officer (PHO) Order on *Gatherings and Events* was amended to require that local governments restrict the public from in-person attendance at meetings and public hearings. The Order introduces more stringent prohibitions to limit public attendance at events and gatherings such as Board meetings, public hearings, advisory committee meetings, open houses or other in-person meetings. The restrictions will remain in effect until the Order is rescinded or replaced and is currently set to expire on January 8, 2021 at midnight.

DISCUSSION

The purpose of this report is to advise the Board of recent changes to the PHO Order on *Gatherings and Events* that now prohibits in-person public attendance at any SCRD meeting or public hearing.

Per *Ministerial Order M192* (Order M192) issued earlier this year, the SCRD has been working to transition back to 'normal' operations through the restart process, including resuming in-person SCRD meetings in alignment with public health orders. As a result of the recent amendment to the PHO Order on *Gatherings and Events*, plans to resume in-person attendance at SCRD meetings and public hearings must be put on hold.

In the meantime, the *COVID-19 Related Measures Act* and Order M192 continue to provide local governments the authority to hold electronic meetings and public hearings in a safe manner while adhering to the current PHO recommendations. The SCRD is moving forward with best efforts to meet the legislative requirements for open meetings so the public can participate and understand local government decision-making in a way that is meaningful for them. Efforts to date include:

- All SCRD Board meetings, committee meetings and public hearings are hosted on the Zoom webinar platform and live-streamed to YouTube allowing the public to see, hear and participate in the meeting. The Zoom webinar platform facilitates the participation of the public so they may attend electronically and ask questions in real time.

- Meetings are accessible to the public through computer access, mobile device or via a landline telephone which ensures accessibility for most. Delegations and applicants for land use applications have also been provided access to meetings through the webinar platform.
- SCRD advisory committees, advisory planning commissions and Board of Variance meetings are hosted in real time on the Zoom online platform. These meetings are open and accessible to the public should they wish to attend.
- All Board and committee meetings conclude with a question period for items on the agenda. The public may have their questions read into the meeting or directly speak into the meeting if they have joined it as a webinar participant. Written submissions sent by email may also be read aloud during the meeting.
- Live-streamed meetings are archived online on SCRD’s YouTube channel allowing members of the public to either watch the broadcast live or view it at a later date at their convenience.
- Instructions on how to participate or watch meetings are available on the SCRD website.

STRATEGIC PLAN AND RELATED POLICIES

Ensuring openness, transparency, accessibility, and accountability for all SCRD meetings is supported by the Board’s strategic goal for Engagement and Communications.

CONCLUSION

On December 2, 2020, the Provincial Health Officer (PHO) Order on *Gatherings and Events* was amended to require that local governments restrict the public from in-person attendance at meetings and public hearings. As a result, public attendance at SCRD Board meetings, public hearings, advisory committee meetings, open houses or other in-person meetings will be placed on hold until the Order is rescinded or replaced.

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