



# SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, JULY 30, 2020

### AGENDA

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**CALL TO ORDER 2:30 p.m.**

#### AGENDA

1. Adoption of agenda

#### MINUTES

#### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

#### PRESENTATIONS AND DELEGATIONS

#### REPORTS

2. Corporate and Administrative Services Committee recommendation  
Nos. 1-18 of July 23, 2020

Annex A  
Pages 1 - 6

#### COMMUNICATIONS

#### MOTIONS

#### BYLAWS

#### DIRECTORS' REPORTS

#### NEW BUSINESS

#### IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g), (k) and 2 (b) of the *Community Charter* – “litigation or potential litigation affecting the municipality” and “negotiations and related discussion 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 “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

#### ADJOURNMENT

**SUNSHINE COAST REGIONAL DISTRICT  
CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

**July 23, 2020**

RECOMMENDATIONS FROM THE CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

<b>PRESENT*:</b>	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area D	A. Tize
		Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		Town of Gibsons	D. Croal
		District of Sechelt	A. Toth
		Sechelt Indian Government District	W. Paull
<b>ALSO PRESENT*:</b>	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Corporate Officer		S. Reid
	G.M., Infrastructure Services		R. Rosenboom (Part)
	G.M., Planning and Community Development		I. Hall (Part)
	Manager, Solid Waste Services		R. Cooper (Part)
	Manager, Recreation Services		G. Donn (Part)
	Assistant Manager, Recreation Services		A. O'Donohue (Part)
	Administrative Assistant / Recorder		T. Crosby
	Media		1
	Public		8

*\*Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

**CALL TO ORDER**                      9:31 a.m.

**AGENDA**                                The agenda was adopted as amended, as follows:

- NEW BUSINESS: Support for Madeira Park renaming.

**REPORTS****Recommendation No. 1**     *2020 Budget Project Status Report*

The Corporate and Administrative Services Committee recommended that the report titled Budget Project Status Report – July 2020 be received.

**Recommendation No. 2**     *Corporate Financial Variance – 2<sup>nd</sup> Quarter*

The Corporate and Administrative Services Committee recommended that the report titled Sunshine Coast Regional District Q2 Corporate Financial Variance be received for information.

**Recommendation No. 3**     *Regional Solid Waste [350] Service Levels*

The Corporate and Administrative Services Committee recommended that the report titled Regional Solid Waste [350] Service Levels as a Result of COVID-19 be received.

**Recommendation No. 4**     *Regional Solid Waste [350] Service Levels*

The Corporate and Administrative Services Committee recommended that the 2020 Backroad Trash Bash be cancelled;

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

**Recommendation No. 5**     *Regional Solid Waste [350] Service Levels*

The Corporate and Administrative Services Committee recommended that the Area A Food Drop-off be delayed to 2021;

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

*Directors Lee, Toth and Tize opposed.*

**Recommendation No. 6**     *Regional Solid Waste [350] Service Levels*

The Corporate and Administrative Services Committee recommended that the Nelson Island Clean Up proceed in 2020;

AND THAT the level of participation from this clean-up be used to assess future service levels for this program.

**Recommendation No. 7**     *Regional Solid Waste [350] Service Levels*

The Corporate and Administrative Services Committee recommended that the Area A coupon program be discontinued;

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

**Recommendation No. 8**     *Refuse Collection [355] Service Levels*

The Corporate and Administrative Services Committee recommended that the Area B, D, E, F coupon program be discontinued;

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

**Recommendation No. 9**     *Community Recreation Facilities [615] Budget Implications*

The Corporate and Administrative Services Committee recommended that the report titled Community Recreation Facilities [615] COVID-19 Budget Implications be received;

AND THAT the Community Recreation Facilities be restarted as follows:

- Gibsons and Area Community Centre be re-opened at Service Level Two (full opening during the pandemic) effective September through December 2020, while meeting all health and safety guidelines and with limited instructor-led programming;
- Sechelt Aquatic Centre opening be revisited at September 2020 Planning and Community Development Committee meeting;
- Sunshine Coast Arena be re-opened for dry-floor use only September through December 2020, while meeting all health and safety guidelines;
- Gibsons and District Aquatic Facility remain closed (Service Level Zero) through to the end of 2020;

AND THAT staff communicate implications and seek public feedback on opening options.

**Recommendation No. 10**     *Community Recreation Facilities [615] Budget Implications*

The Corporate and Administrative Services Committee recommended that staff work with the Chinook Swim Club on strategies to maximize value to the user group for their lane fee investment;

AND THAT staff research a temporary “COVID-19 Surcharge” to address booking fees and special operating costs and report to a future Committee.

**Recommendation No. 11**     *Community Recreation Facilities [615] Budget Implications*

The Corporate and Administrative Services Committee recommended that staff provide updated Community Recreation Facilities [615] Budget Implications to the July 30, 2020 Special Corporate and Administrative Services Committee, reflecting the restart options recommended at the July 23, 2020 Corporate and Administrative Services Committee meeting;

AND THAT staff provide options for deficit mitigation strategies and report to a future Committee.

*The Committee recessed at 11:46 a.m. and reconvened at 12:01 p.m.*

**Recommendation No. 12**     *Community Parks [650] Service Levels*

The Corporate and Administrative Services Committee recommended that the report titled Community Parks [650] Service Levels as a Result of COVID-19 be received.

**Recommendation No. 13** *Pender Harbour Aquatic and Fitness Centre [625] Budget Implications*

The Corporate and Administrative Services Committee recommended that the report titled Pender Harbour Aquatic and Fitness Centre [625] COVID-19 Budget Implications be received;

AND THAT the Pender Harbour Aquatic and Fitness Centre be re-opened at Service Level One (basic opening during the pandemic) starting September 14, 2020, while meeting all health and safety guidelines and with no instructor-led programming initially;

AND THAT staff research a temporary “COVID-19 Surcharge” to address special operating costs and report to a future Committee.

**Recommendation No. 14** *Waste Water Capital Reserve Bylaws*

The Corporate and Administrative Services Committee recommended that the report titled Waste Water Capital Reserve Bylaws be received;

AND THAT bylaws to establish statutory capital reserve funds for the Square Bay Community Sewage Treatment System Service, Lily Lake Community Sewage Treatment System Service; Sakinaw Ridge Community Sewage Treatment System Service be brought forward for three readings and adoption.

**Recommendation No. 15** *Coopers Green Hall, Investing in Canada Infrastructure Program Grant Result and Next Steps*

The Corporate and Administrative Services Committee recommended that the report titled Coopers Green Hall, Investing in Canada Infrastructure Program (ICIP) Grant Result and Next Steps be received;

AND THAT staff proceed as follows:

- Complete contribution agreement for grant funding;
- Liaise with Halfmoon Bay community Association on fundraising, especially in-kind donations;
- Proceed with further dialogue with the Narrows Inlet Independent Power Project about an enhanced community amenity contribution, and;
- Upgrade capital funding plan in preparation for an update to the 2020-2024 Financial Plan.

**Recommendation No. 16** *Coopers Green Hall Next Steps*

The Corporate and Administrative Services Committee recommended that staff consult with Area B community residents, regarding the proposed new hall’s location and siting and the proposed scope of the project relative to the Coopers Green Park Management Plan, taking into account the Coopers Green boat ramp, and report back to a future Committee;

AND THAT staff report to a future Committee on the resources required to proceed with consultation regarding a proposed new hall;

AND FURTHER THAT the potential of a cooperative arrangement with the Halfmoon Bay Community Association in regards to the operation of a hall be explored, with results reported to a future Committee.

**Recommendation No. 17**    *Refer Agenda Items*

The Corporate and Administrative Services Committee recommended that agenda item nos. 10, 11, 12 and 13 from the July 23, 2020 Corporate and Administrative Services Committee meeting be referred to the July 30, 2020 Special Corporate and Administrative Services Committee meeting.

**NEW BUSINESS**

**Recommendation No. 18**    *Proposed Name Change to Madeira Park*

The Corporate and Administrative Services Committee recommended that the shíshálh Nation be invited to a Sunshine Coast Regional District (SCRD) Community to Community meeting to discuss the proposed place name change for Madeira Park;

AND THAT the SCRD send a letter to the Ministry of Indigenous Relations and Reconciliation and Ministry of Forests, Lands, Natural Resource Operations and Rural Development requesting they organize an online Town Hall meeting in consultation with the SCRD, that includes members from the shíshálh Nation, Pender Harbour and Area Residence Association, Pender Harbour and Egmont Chamber of Commerce, and Pender Harbour Rotary to discuss the proposed place name change for Madeira Park;

AND THAT the SCRD provide a letter to the Pender Harbour and Egmont Chamber of Commerce to inform Madeira Park businesses of the Province's name change proposal and process, including information on how to submit comments to the Province regarding the proposed name change;

AND THAT the SCRD request the BC Geographical Names Office provide an extension of the comment period to December 31, 2020;

AND that staff explore the option of Union of BC Municipalities (UBCM) Community to Community program funding and make an application for same, if it applies;

AND FURTHER THAT this recommendation be forwarded to the July 23, 2020 Regular Board meeting for consideration.

**IN CAMERA**

*The Committee moved In-Camera at 1:24 p.m.*

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g), (k) and 2 (b) of the *Community Charter* – “litigation or potential litigation affecting the municipality” and “negotiations and related discussion 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 “the consideration of information received and held in confidence relating to

negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

*The Committee moved out of In Camera at 1:27 p.m.*

**ADJOURNMENT**                      1:28 p.m.

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Committee Chair