



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, NOVEMBER 26, 2020

AMENDED AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of November 12, 2020 Annex A
Pages 1 – 8

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Special Corporate and Administrative Services Committee (Pre-Budget) recommendation Nos. 1-18 of November 5-6, 2020 Annex B
pp 9 – 17
4. Planning and Community Development Committee recommendation Nos. 1-6, 8, 9, 12 and 14-18 of November 12, 2020 (*recommendation Nos. 7, 10-11 and 13 previously adopted*) Annex C
pp 18 – 23
5. Infrastructure Services Committee recommendation Nos. 1-15 of November 19, 2020 Annex D
pp 24 – 27
- 5a. **⇒ADD** Corporate and Administrative Services Committee recommendation Nos. 1, 8, 10-13 and 15-16 of November 26, 2020 pp 27a - b
6. Placement of Notice on Title – Chief Building Official Annex E
pp 28 – 29
7. Chief Administrative Officer's Report of November 26, 2020 **⇒ADD**
pp 29a - b

COMMUNICATIONS

8. Kevin Richter, Acting Deputy Minister, Ministry of Transportation and Infrastructure dated November 10, 2020 Annex F
pp 30 – 31
Regarding 2020 UBCM Annual Convention Delegation Meeting

MOTIONS

BYLAWS

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (a) and (c) 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 “labour relations or other employee relations.”

ADJOURNMENT

Recommendation No. 1 *BDO Canada LLP 2020 Audit Planning Report*

THAT the report titled BDO Canada – 2020 Audit Planning Report be received;

AND THAT the Audit Planning Report from BDO Canada LLP with respect to the Audit of the Financial Statements of the Sunshine Coast Regional District (SCRD) and Foreshore Leases (Hillside) for the year ended December 31, 2020 be received;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 8 *Wastewater 2021 Frontage Fee Reviews*

THAT the report titled Wastewater 2021 Frontage Fee Reviews be received;

AND THAT the Wastewater 2021 Frontage Fee Review report be deferred, pending further Community consultations, to a Special Board meeting to be held on December 3, 2020;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 10 *2021 Wastewater User Fee Review*

THAT the report titled 2021 Wastewater User Fee Review be received;

AND THAT the 2021 Wastewater User Fee Review report be deferred, pending further Community consultations, to a Special Board meeting to be held on December 3, 2020;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 11 *North Pender Harbour Water Service Area 2021 Rate Bylaw Amendment*

THAT the report titled North Pender Harbour Water Service Area 2021 Rate Bylaw Amendment be received;

AND THAT the Water Rates and Regulations Bylaw No. 422, Schedule D be amended to increase the North Pender Harbour Water Service Area User Fees and Metered Usage Fees by 50.0% and no increase to Parcel Taxes for an overall rate increase of 28.0%;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 12 *South Pender Harbour Water Service Area 2021 Rate Bylaw Amendment*

THAT the report titled South Pender Harbour Water Service Area 2021 Rate Bylaw Amendment be received;

AND THAT the Water Rates and Regulations Bylaw No. 422, Schedule E be amended to increase the South Pender Harbour Water Service Area User Fees and Metered Usage Fees by 16.0% and no increase to Parcel Taxes for an overall rate increase of 9.7%;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 13 *Regional Water Service Area 2021 Rate Bylaw Amendment*

THAT the report titled Regional Water Service Area 2021 Rate Bylaw Amendment be received;

AND THAT the Water Rates and Regulations Bylaw No. 422, Schedule B be amended to increase the Regional Water Service Area User Fees and Metered Usage Fees by 14.0% and no increase and Parcel Taxes by 5.0% for an overall rate increase of 10.4%;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 15 *2021 Refuse Collection [355] Fee Review*

THAT the report titled 2021 Refuse Collection [355] Fee Review be received;

AND THAT Schedule A of Sunshine Coast Regional District Waste Collection Bylaw No. 431 be amended to increase waste collection fees by 9.0% for 2021, 5.0% for 2022 and 3.5% for 2023;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT this recommendation be forwarded to the November 26, 2020 Regular Board meeting.

Recommendation No. 16 *Budget Update Implementation of shíshálh Nation Foundation Agreement*

THAT the report titled Budget Update Implementation of *shíshálh* Nation Foundation Agreement be received;

AND THAT the budget for the project Implementation of *shíshálh* Nation Foundation Agreement be increased by \$15,000 to \$40,000 to be funded from the Regional Water Service [370] Operating Reserves;

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

AND FURTHER THAT this recommendation is forwarded to the November 26, 2020 Regular Board meeting.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – November 26, 2020
AUTHOR: Dean McKinley, Chief Administrative Officer
SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT

RECOMMENDATION

THAT the November 26, 2020 Chief Administrative Officer's Report be received for information.

BACKGROUND

This Chief Administrative Officer's (CAO) report provides information to the Board on the recent activities of the Sunshine Coast Regional District.

DISCUSSION

Administration:

Board Remuneration

Weekly meetings continue and draft recommendations are being developed. On track to present findings at the January Corporate and Administrative Services Committee.

Bylaw Presentation – Next Steps

Bylaw staff met with the SCRD Board to discuss bylaw procedures. Staff have begun assembling information that will be provided into an upcoming committee report. This report will include the business licensing information.

Pre Budget

The budget process is now underway with the first Special CAS (pre-budget) taking place on November 5 & 6. We received an announcement regarding Federal/Provincial stimulus funding from Safe-Restart (COVID-19 Recovery Funds). Next steps will consist of community engagement and funding options/timelines.

Board Self -evaluation

The Board and CAO participated in a goal setting discussion related to the CAO performance review. The Board Evaluation discussion was held November 17 via zoom.

Manager, Strategic Initiatives Update

The Manager, Strategic Initiatives has accepted our offer and we are excited to welcome her aboard: *It is a pleasure to announce that Mia Edbrooke has accepted our offer to join the SCRD in the newly created position of Manager, Strategic Initiatives.*

General Manager, Community Services Update

The posting period has now closed and we have received several compelling applications. The interview process is currently underway.

CAO /Area A Not-For Profit Initiatives

The CAO and Director Lee met to discuss several Area A initiatives on November 2nd.

Green Bins:

This is week five of the Green Bin program. On average, over 10 tonnes of food waste is being collected per week. The SCRD Collects App has launched. With the App, residents can access their individual collection schedule or utilize a “what goes where” feature. The App can be accessed on the SCRD website or on a mobile device. Resident inquiries have reduced greatly and have shifted to operational questions.

qathet / SCRD Joint Meeting Nov 23

The Joint meeting with qathet Regional District and the Sunshine Coast Regional District Boards was held on November 23 via Zoom. Topics discussed were regional bus service, communication strategies for MOTI, BC Ferries, Regional Hospital District, marine debris recycling, barging garbage, economic development, tourism and COVID-19 communication from VCH.

Winter Intergovernmental Meeting – December 2nd

December 2nd date has been confirmed. Agenda is being developed. Platform will be via Zoom hosted by the Sunshine Coast Regional District.

shíshálh – BC Land Use Planning Engagement Workshop

Date confirmed for December 1 1:00pm – 3:30pm. Agenda has been developed by shíshálh staff.

SCRD/Sechelt/Gibsons/Construction Industry Roundtable

The Roundtable has been postponed due to provincial health orders. The roundtable participants (CAOs/Mayors/SCRD Chair / Representatives from Construction Community) will be contacted and the meeting rescheduled when in-person meetings are once again allowed.

MI TEL'NEXW Leadership Custom Workshop - Confirmed

The Mi tel'nexw Custom Leadership Transformation Workshop is a 2-day experiential training that educates on unlearning supremacy and learning new ways of being. This workshop is designed with an appreciative approach that responds to improving what we feel is lacking in “cultural competency” training and has been confirmed for Board and staff for December 8-9.

CONCLUSION

The CAO report summarizes key initiatives and activities that align with the priorities of the 2019 - 2023 Strategic Plan and the Board's direction.