



SUNSHINE COAST REGIONAL DISTRICT

June 10, 2021

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

PRESENT*:	Chair	District of Sechelt	A. Toth
	Directors	Electoral Area A	L. Lee
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		Town of Gibsons	B. Beamish
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Manager, Facility Services and Parks		K. Robinson (in part)
	Facility Services Coordinator		A. van Velzen (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	Public		4

**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 2:01 p.m.

Vice-Chair
Appointment

It was moved and seconded

158/21

THAT Director McMahon be appointed as the Vice-Chair for the June 10, 2021 Regular Board meeting.

CARRIED

AGENDA

It was moved and seconded

159/21

THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes **It was moved and seconded**

160/21 THAT the Regular Board meeting minutes of May 27, 2021 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Agricultural Advisory
Committee **It was moved and seconded**

161/21 THAT the agenda for the next Agricultural Advisory Committee meeting include a discussion about the future of the Committee.

CARRIED

PRESENTATIONS AND DELEGATIONS

Kylie Hutchinson from Transportation Choices Sunshine Coast provided a presentation titled 'Tips for Attracting Cycle Tourists to the Coast' that included a business case for cycling tourism, survey results, and what cycling tourists look for in a cycling destination.

REPORTS

Corporate **It was moved and seconded**

162/21 THAT Corporate and Administrative Services Committee recommendation Nos. 1-7, 9 and 15-16 of May 27, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *Draft Directors' Remuneration Bylaw*

THAT the report titled Draft Director's Remuneration Bylaw be received for information.

Recommendation No. 2 *Directors' Remuneration Bylaw Review - Policy*

THAT a policy be brought forward to outline a process, timeline and structure for Director remuneration review, to occur every 4 years.

Recommendation No. 3 *Alternate Directors' Remuneration – Acting for Director*

THAT staff report to a future Committee with options for Alternate Director remuneration when acting in the capacity of a Director during an extended absence.

162/21 cont.

Recommendation No. 4 *Directors' – Constituency Expenses Policy*

THAT the Constituency Expenses Policy be brought forward to a future Committee for review (e.g. cellular phone coverages).

Recommendation No. 5 *Special Meeting for Remuneration Bylaw and Polices Review*

THAT a Special Corporate and Administrative Services Committee meeting be scheduled in July 2021 to discuss the Directors' Remuneration Bylaw, Constituency Expense Policy, Reimbursement of Travel and Other Expenses Policy, Director job descriptions and draft policy for Director remuneration review.

Recommendation No. 6 *2021–2022 BC Transit Annual Operating Agreement*

THAT the report titled 2021–2022 BC Transit Annual Operating Agreement (AOA) be received for information;

AND THAT a workshop be scheduled in early September 2021, to include the Sunshine Coast Regional District, District of Sechelt, Town of Gibsons, Sechelt Indian Government District and BC Transit to inform, educate and have a dialogue regarding BC Transit processes such as establishment of the Annual Operating Agreement, Transit Infrastructure Program as they relate to the Transit Future Action Plan under development and the impacts of any transit service level changes contemplated in that plan on the SCR D Budget;

AND FURTHER THAT the delegated authorities be authorized to execute the 2021-2022 BC Transit AOA.

Recommendation No. 7 *Egmont and District Fire Protection – Tax Requisition Limit*

THAT the report titled Egmont and District Fire Protection – Tax Requisition Limit be received for information;

AND THAT the Egmont and District Fire Protection service area participants be engaged on the proposed amendment to Bylaw 1056 to increase the requisition limit bylaw to fund future service needs;

AND FURTHER THAT based on the outcome of the public engagement and response from the Inspector of Municipalities, proposed amendments to Bylaw 1056 be presented by Q3 2021.

Recommendation No. 9 *West Coast Electric Fleet Pledge*

THAT the report titled West Coast Electric Fleet Pledge be received for information;

162/21 cont.

AND THAT the delegated authorities be authorized to sign the Pledge at the Express level;

AND FURTHER THAT the delegated authorities apply for CleanBC Go Electric Fleet Program financial rebates.

Recommendation No. 15 *Islands Fire Suppression and Life or Emergency Safety Equipment*

THAT the correspondence dated April 20, 2021 from Sue Ellen Fast, Chair, Gambier Island Local Trust Committee, Islands Trust regarding a reconsideration of the Electoral Areas' Grant-in-Aid Policy section pertaining to Fire Suppression and Life or Emergency Safety Equipment be received for information;

AND THAT staff report to a future Committee regarding the following:

- the existing emergency service and Sunshine Coast Regional District fire protection service areas, including maps identifying areas served and not currently within the fire service;
- a review of the Electoral Areas' Grant-in-Aid Policy in terms of fire suppression and life or emergency safety equipment;
- options for emergency services and fire protection for unserved areas, potential risks, effect of the Office of the Fire Commission 'Playbook' on services;

AND FURTHER THAT a response be sent to the Chair of the Gambier Island Local Trust Committee, Islands Trust advising that a report will be presented to a future Committee with options available for fire protection and emergency services and noting staff will work with Islands Trust and other unserved fire and emergency areas of the Regional District to determine potential requirements for support.

Recommendation No. 16 *Ministers' Responses to Key Community Connectivity Issues and Opportunities*

THAT the correspondence dated May 14, 2021 from Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs regarding the Ministers' responses to key community connectivity issues and opportunities be received for information;

AND THAT staff engage with Islands Trust and community stakeholders within the Connected Communities (Connecting British Columbia) project regarding potential interest, funding, and to provide information and gauge support should the grant applications be successful;

AND FURTHER THAT the SCRD participate in the Provincial Internet Speed Study questionnaire and also make it available to the public.

CARRIED

Infrastructure

It was moved and seconded

163/21

THAT Infrastructure Services Committee recommendation Nos. 3-6 and 9-10 of June 10, 2021 be received, adopted and acted upon as follows:

Recommendation No. 3 *Contract Sechelt Landfill Drop-off Remediation Project – Financial Update*

THAT the report titled Contract Sechelt Landfill Drop-Off Remediation – financial update be received for information;

AND THAT the contract with Summit Earthworks Inc. for the Sechelt Landfill Drop-off Remediation be increased in the amount of \$128,779 up to \$1,028,541 (plus GST);

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

AND THAT the Sechelt Landfill Drop-Off Remediation budget be increased by \$158,779 to \$1,659,155 (\$128,779 from short-term debt and \$30,000 from existing operational budget) for the remediation/construction phase of the project;

AND THAT the Sunshine Coast Regional District authorize up to \$1,247,667 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the Sechelt Landfill Drop-off Remediation project;

AND THAT the loan be repaid within five years with no rights of renewal;

AND FURTHER THAT the 2021-2025 Financial Plan be amended accordingly.

Recommendation No. 4 *Comprehensive Landfill Engineering Consulting Services Contract - Update*

THAT the report titled Comprehensive Landfill Engineering Consulting Services Contract – Update be received for information;

AND THAT the contract with XCG Consulting Limited for general landfill engineering services be increased by \$30,000 to \$337,000 (excluding GST);

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

Recommendation No. 5 *SCRD Book Recycling Program Update*

THAT the report titled SCR D Book Recycling Program Update be received for information;

163/21 cont.

AND THAT the SCRD's book recycling program annual budget be increased by \$10,000 to \$24,400 for 2021 and 2022;

AND THAT the 2021 shortfall and 2022 contract increases be funded from Regional Solid Waste [350] 2022 taxation;

AND FURTHER THAT the 2021-2025 Financial Plan be amended accordingly.

Recommendation No. 6 *Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration*

THAT the report titled Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration be received for information;

AND THAT the tipping fee for Passenger tire rim removed be increased from \$3 to \$5 per tire;

AND THAT the tipping fee for Passenger tire on rim be increased from \$8 to \$10 per tire;

AND THAT the tipping fee for Medium Truck tire rim removed be increased from \$18 to \$20 per tire;

AND THAT the tipping fee for Medium Truck tire on rim be increased from \$36 to \$42 per tire;

AND THAT a tipping fee for Tires Filled with Foam, accepted at Sechelt Landfill only, be established at \$18 per tire;

AND THAT Tires Filled with Foam be added to the definition of Controlled Waste;

AND FURTHER THAT these tipping fees be incorporated into a future amendment of Bylaw 405.

Recommendation No. 9 *Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal*

THAT the report titled Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal be received for information;

AND THAT the SCRD enter into a sole-source-provider contract with ESRI Canada for 3 years starting June 1, 2021 for a license for software usage, maintenance and support subscription services for a total value up to \$106,872 (plus GST);

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

163/21 cont. **Recommendation No. 10** *RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility)*

THAT the report titled RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) be received for information.

CARRIED

Infrastructure **It was moved and seconded**

164/21 THAT Infrastructure Services Committee recommendation No. 7 of June 10, 2021 be received, adopted and acted upon as follows:

Recommendation No. 7 *Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration*

THAT a tipping fee for metal appliances with ammonia (fridges etc.) be established at \$80 per unit;

AND THAT these tipping fees be incorporated into a future amendment of Bylaw 405.

CARRIED

Sechelt Aquatic
Facility RFP

It was moved and seconded

165/21 THAT the report titled RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) be received for information;

AND THAT staff employ additional fire protection equipment by having a temporary linear heat detection system installed;

AND FURTHER THAT staff re-tender for the sprinkler system replacement project based on a three phase approach over a three-year period beginning in 2021, and report back to a future meeting.

Directors Hiltz and Siegers opposed

CARRIED

Noise Control Bylaw
Exemption

It was moved and seconded

166/21 THAT the report titled Request for Exemption to SCRD Noise Control Bylaw No. 597 for Jakes Construction Ltd. for Work Related to Sechelt Airport Paving be received for information;

166/21 cont. AND THAT enforcement against Jakes Construction Ltd. under *Sunshine Coast Regional District Noise Control Bylaw No. 597, 2008* be waived from June 7, 2021 to June 18, 2021 in order to produce asphalt mix at the Gibsons asphalt plant located at 1050 Keith Road, Gibsons (Electoral Area E), between the hours of 2:30 am to 7:30 am and 9:00 pm to 10:00 pm;

AND FURTHER THAT Jakes Construction Ltd. be requested to attempt to minimize disturbance and that appropriate notice to be provided to area residents.

CARRIED

MOTIONS

APC Appointment **It was moved and seconded**

167/21 THAT Eric Ansley be appointed to the Roberts Creek (Area D) Advisory Planning Commission for the remainder of the two-year term.

CARRIED

Library Board
Appointment

It was moved and seconded

168/21 THAT Director Lee be the SCRD appointee to the Sechelt Public Library Board and that Chair Pratt be the Alternate SCRD appointee to the Sechelt Public Library Board for the remainder of the 2021 term.

CARRIED

BYLAWS

Bylaw 310.192 **It was moved and seconded**

169/21 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020* be read a first time.

CARRIED

Bylaw 310.192 **It was moved and seconded**

170/21 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020* be read a second time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

ADJOURNMENT It was moved and seconded

171/21 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:17 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair