



## SUNSHINE COAST REGIONAL DISTRICT

March 11, 2021

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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.

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<b>PRESENT*:</b>	Chair	Electoral Area B	L. Pratt
	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
		District of Sechelt	A. Toth (in part)
		Town of Gibsons	B. Beamish
		Sechelt Indian Government District	W. Paull
<b>ALSO PRESENT*:</b>	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
	Senior Manager, Human Resources		G. Parker (in part)
	Manager, Solid Waste Services		R. Cooper (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		1
	Public		0

*\*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.*

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**CALL TO ORDER**    2:15 p.m.

**AGENDA**            **It was moved and seconded**

063/21                THAT the agenda for the meeting be adopted as amended by adding the following items under New Business:

- Housing Emergency;
- Dakota Ridge Opening Extension; and
- Dakota Bowl Agreement.

**CARRIED**

*The Board moved In Camera at 2:18 p.m.*

**IN CAMERA                      It was moved and seconded**

064/21                      THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (j) and (k) of the *Community Charter* – “information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*” and negotiations and related discussions 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”.

**CARRIED**

*The Board moved out of In Camera at 2:27 p.m.*

**MINUTES**

Minutes                      **It was moved and seconded**

065/21                      THAT the Regular Board meeting minutes of February 25, 2021 be adopted.

**CARRIED**

**REPORTS**

Parcel Tax Roll  
Review                      **It was moved and seconded**

066/21                      THAT Parcel Tax Roll Review Panel minutes of February 25, 2021 be received for information.

**CARRIED**

Corporate                      **It was moved and seconded**

067/21                      THAT Corporate and Administrative Services Committee recommendation Nos. 1, 2 and 7 of February 25, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Federal Gas Tax – Community Works Fund  
Draft Policy Amendments*

THAT the report titled Federal Gas Tax – Community Works Fund Draft Policy Amendments be received for information;

067/21 cont.

AND THAT the Federal Gas Tax – Community Works Fund Policy - Option 1 be approved as amended, as follows:

- Add to 4.2.2(b) – “...critical infrastructure needs, active transportation, capacity building...”;
- Add under 4.2.2(b) – “Adaption to and mitigation of climate change.”;
- Replace instances under Section 4.2 of “eligible partners’ with “ultimate recipient”.

**Recommendation No. 2**      *Federal Gas Tax – Community Works Fund*

THAT staff investigate and report back prior to Q3 2021 the potential of using Federal Gas Tax – Community Works Funds for projects in Sunshine Coast Regional District functions where the Municipalities are contributors.

**Recommendation No. 7**      *District of Sechelt Parcel Tax Roll – Seawatch Neighbourhood*

THAT the report titled District of Sechelt Parcel Tax Roll – Seawatch Neighbourhood be received for information;

AND THAT the Regional Water Services Parcel Tax Roll for the District of Sechelt be amended to remove the 15 remaining properties in the Seawatch neighbourhood;

AND FURTHER THAT the Community Recreation Parcel Tax Roll for the District of Sechelt be amended to remove the 17 remaining properties in the Seawatch neighbourhood.

**CARRIED**

Round 2 Budget

**It was moved and seconded**

068/21

THAT Special Corporate and Administrative Services Committee – Round 2 Budget recommendation Nos. 1-45 of March 4 and 5, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Sechelt Public Library Funding and Service Agreement*

THAT the report titled Sechelt Public Library Draft Funding and Service Agreement be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) funding partners (Area A, B and D) approve the Agreement as presented;

068/21 cont.

AND THAT the 2021-2025 Financial Plan include the following:

	2021	2022	2023	2024	2025
Area A [function 643]	\$46,553	\$48,394	\$49,825	\$51,298	\$52,815
Area B [function 645]	146,553	152,350	156,854	161,491	166,265
Area D [function 646]	91,958	95,596	98,422	101,332	104,328

AND THAT the delegated SCR D signatories be authorized to sign the Sechelt Public Library Funding and Service Agreement;

AND FURTHER THAT the Agreement be forwarded to the District of Sechelt, the Sechelt Indian Government District and the Sechelt Public Library Board for feedback and approval.

**Recommendation No. 2**     *Roberts Creek Library Service [646]  
Funding Contribution to Gibsons and District Public Library Service [640]*

THAT Roberts Creek Library Service [646] contribute \$78,001 total to the Gibsons and District Public Library Service [640] in support of the 2021 budget submission from the Gibsons and District Public Library and facility maintenance.

**Recommendation No. 3**     *Final 2020 Project Carry-Forwards*

THAT the report titled 2020 Project Carry-forwards be received for information;

AND THAT the remaining ongoing 2020 projects and associated funding be included in the 2021-2025 Financial Plan as presented.

**Recommendation No. 4**     *2020 Final Surplus / Deficits*

THAT the report titled 2020 Final Surplus / Deficits be received for information.

**Recommendation No. 5**     *Round 2 Budget Proposal Funding Options  
– COVID-19 Safe Restart Grants for Local Governments*

THAT the report titled Round 2 Budget Proposal Funding Options – COVID-19 Safe Restart Grants for Local Governments received for information;

AND THAT a minimum of \$50,000 of COVID-19 Safe Restart Grant funding remain unallocated for 2021 to allow the Sunshine Coast Regional District to address any emerging items resulting from ongoing effects of the COVID-19 pandemic.

068/21 cont.

**Recommendation No. 6**     *2020 Carry-Forwards and 2021 Proposed Initiatives Summary*

THAT the report titled 2020 Carry-Forwards and 2021 Proposed Initiatives Summary be received for information.

**Recommendation No. 7**     *Roberts Creek Fire Protection [212] – 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [212] Roberts Creek Fire Protection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – Self Contained Breathing Apparatus and Fill Station, \$220,000 funded from Municipal Finance Authority (MFA) 5-Year Equipment Finance Loan;

AND FURTHER THAT a loan of up to \$220,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of Self Contained Breathing Apparatus and Fill Station.

**Recommendation No. 8**     *Egmont and District Fire Protection [218] - 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [218] Egmont and District Fire Protection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – Egmont Fire Chief 0.33 FTE prorated in 2021, \$36,537 (\$31,537 wages and benefits and \$5,000 overhead costs) funded through Taxation, and future base budget increase to 0.5 FTE at approximately \$52,561.

**Recommendation No. 9**     *Gibsons and District Fire Protection [210] - 2021 R2 Budget Proposal*

THAT the report titled Gibsons and District Fire Protection [210] 2021 Budget - Facility Sanitization Project – Town of Gibsons Contribution be received for information;

AND THAT Budget Proposal 1 – Fire Department Facility Sanitization, \$12,000 be funded \$6,120 from Taxation and \$5,880 Town of Gibsons COVID-19 Restart be approved and incorporated into the 2021 Budget only;

068/21 cont.

AND THAT the \$12,000 for Sanitization be funded 100% through Taxation for future years (Base Budget);

AND FURTHER THAT staff contact the Town of Gibsons prior to Q3 2021 to acquire COVID-19 reserve funds in the amount of \$5,880 as per Town of Gibsons Resolution R2021-087.

**Recommendation No. 10** *Building Inspection [520] - 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [520] Building Inspection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – Base Budget Funding, (\$48,659) Reduction to Taxation subsidy for 2021-2025 Financial Plan.

**Recommendation No. 11** *Ports [345] - 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [345] Ports be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – New Brighton Dock Study, \$25,000 funded through Taxation (possible Island Coastal Economic Trust Grant).

**Recommendation No. 12** *New Brighton Dock*

THAT a letter be sent upon adoption of the 2021 Sunshine Coast Regional District (SCRD) budget to the Skwxwú7mesh Nation and the Squamish Nation Marine Group (SNMG) offering SCRCD's support for planning for public access, sustainable business planning, and community economic development at New Brighton dock.

**Recommendation No. 13** *Community Recreation Facilities [615] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [615] Community Recreation Facilities be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 8 – Sechelt Aquatic Centre (SAC) Fire Sprinkler System Repair or Replacement, \$180,200 funded through Taxation for \$5,200 and through Municipal Finance Authority (MFA) 5-Year Equipment Finance Loan for \$175,000;

068/21 cont.

AND FURTHER THAT a loan of up to \$175,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the Fire Sprinkler System Repair or Replacement.

**Recommendation No. 14** *Community Recreation Facilities [615] – 2021 R2 Budget Proposals*

THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 4 – Sechelt Aquatic Centre (SAC) Starting/Diving Block Platform Replacement, \$6,500 funded from Operating Reserves;
- Budget Proposal 7 – Programming Review, \$16,000 funded from Operating Reserves.

**Recommendation No. 15** *Pender Harbour Aquatic and Fitness Centre [625] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [625] Pender Harbour Aquatic and Fitness Centre be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – One Time Base Budget Adjustment to Address Impacts of COVID-19, \$37,940 funded from Operating Reserves based on \$10,660 reduction to overall operating expenditures;
- Budget Proposal 7 – Programming Review, \$4,000 funded through Operating Reserves.

**Recommendation No. 16** *Community Parks [650] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [650] Community Parks be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 4 – Sprockids – Bike Park / Pump Track Community Initiative – Design and Management Plan Stage 1, \$40,000 funded from Operating Reserves (possible Grant).

068/21 cont.

**Recommendation No. 17** *Community Parks [650] – 2021 R2 Budget Proposals*

THAT the following budget proposal be deferred to the March 5, 2021 Special Corporate and Administrative Services Committee Meeting pending information on the anticipated impact to the Investing in Canada Infrastructure Program grant should the project not be approved as part of the 2021 Budget:

- Budget Proposal 5 – Coopers Green Hall Replacement, \$3,088,020.

**Recommendation No. 18** *2021 Round 2 Budget Proposal for [650] Community Parks – Coopers Green Hall Replacement Project*

THAT the report titled 2021 Round 2 Budget Proposal for [650] Community Parks – Coopers Green Hall Replacement Project be received for information.

**Recommendation No. 19** *Feasibility (Regional) [150] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [150] Feasibility (Regional) be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – Regional Watershed Management Plan, \$89,836 funded through Healthy Watershed Initiative Grant;
- Budget Proposal 2 – Water Sustainability Technician (4 month position) 0.4 FTE, funded \$21,974 in 2021 through Healthy Watershed Initiative Grant.

**Recommendation No. 20** *Public Transit [310] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [310] Public Transit be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 1 – COVID-19 Expenses – Materials and Supplies, \$24,000 total project, funded \$12,794 from Operating Reserves and \$11,206 by BC Transit;
- Budget Proposal 2 – COVID-19 Expenses – Wages (1.4 FTE) for 2021 only, \$110,887 total – funded \$59,114 from Operating Reserves and \$51,773 by BC Transit;



068/21 cont.

- Budget Proposal 6 – COVID-19 Expenses – Wages (Overtime) \$80,000 funded from Operating Reserves;
- Budget Proposal 7 – COVID-19 Expenses – Recruitment Wages and Campaign \$16,262 (0.17 FTE) \$11,382 wages and benefits and \$4,880 overhead costs funded from Operating Reserves.

**Recommendation No. 21** *Pender Harbour Transfer Station Food Waste Drop-Off Program Tipping Fees*

THAT the report titled Pender Harbour Transfer Station Food Waste Drop-Off Program Tipping Fees be received for information.

**Recommendation No. 22** *Community Parks [650] – 2021 R2 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 5 – Coopers Green Hall Replacement, \$3,088,020 funded as follows:
  - \$2,013,642 Investing in Canada Infrastructure Program Grant;
  - \$201,000 Independent Power Projects amenity contributions;
  - \$345,000 Halfmoon Bay Community Association fundraising contribution (approximate);
  - \$528,378 Sunshine Coast Regional District contribution (approximate), through Short Term Loan (5-year term).

**Recommendation No. 23** *2021 Round 2 Budget Proposal for [650] Community Parks – Coopers Green Hall Replacement Project*

THAT staff report to a future Committee in Q2 regarding the timelines and the financial, policy and organizational implications of reporting back on the following information requests pertaining to the Coopers Green Hall Replacement:

- Full Asset Management Plan including capital replacement requirements – to inform the Halfmoon Bay Community Association (HMBCA) and other parties of the complete costs involved to operate the facility;
- Ownership and Operation – if a party involved chooses not to operate the facility can it be sold or how is the ownership transferred to another party;
- Operating Plan – responsibilities including financial implications for operations and maintenance plan with clear agreement;

068/21 cont.

- Scale and scope of the Coopers Green Hall Replacement Project including consideration to cost overruns concerns vs. scaling down project to eliminate cost overruns;
- Land tenure should the planning for the hall be for 100-150 years – will the building be net zero ready or to net zero emissions standard for a 100 year outlook;
- Update the project cost estimate as the existing 3 year old Class B estimate is out of date and the project requires an updated full financial review;
- Purpose of the Community Hall – will it be used for community and culture or as a business venture for hall rentals, etc.;
- Parking – requirements and opportunities;
- Boat Ramp – requirements;
- Business Case;
- Create a Capital Asset Acquisition Policy;
- Social Procurement opportunities;
- HVAC – review requirements in the context as a result of the COVID-19 pandemic;
- Financial Sustainability policy for financial responsibilities regarding community halls (who pays);
- Human Resources implications – management and operations;
- Cost Recovery regarding community halls – in the Parks Bylaw.

**Recommendation No. 24** *Pender Harbour Transfer Station Food Waste Drop-Off Program Tipping Fees*

THAT the Pender Harbour Transfer Station Food Waste Drop-Off Program be deferred to 2022;

AND THAT a staff report be brought forward in Q4 2021 regarding the feasibility of service delivery and the funding model for the food waste drop off program;

AND FURTHER THAT the potential for community partnerships be explored and included in the staff report.

**Recommendation No. 25** *Pender Harbour Transfer Station Food Waste Drop-Off Program Funding*

THAT the Pender Harbour Transfer Station Food Waste Drop-Off Program funded through User Fees (Tipping) in the amount of \$54,000 be removed from the 2021-2025 Financial Plan.

068/21 cont.

**Recommendation No. 26** *Sechelt Landfill and Pender Harbour Transfer Station – Operating Hours and Schedule Considerations*

THAT the report titled Sechelt Landfill and Pender Harbour Transfer Station – Operating Hours and Schedule Considerations be received for information.

**Recommendation No. 27** *Book Recycling Program Considerations*

THAT the report titled Book Recycling Program Considerations be received for information.

**Recommendation No. 28** *Regional Solid Waste [350] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [350] Regional Solid Waste be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 22 – Solid Waste Programs Coordinator (base budget increase), \$42,000 funded through Taxation;
- Budget Proposal 10 – Waste Composition Study, \$100,000 funded from Eco-Fee Reserves;
- Budget Proposal 11 – Solid Waste Management Plan Update, \$150,000 funded from Eco-Fee Reserves;

AND THAT the following budget proposal be deferred to 2022 for ongoing discussions with the Ministry of Environment and Climate Change Strategy to confirm specific regulatory requirements of initiating the proposed waste re-diversion:

- Budget Proposal 5 – Re-Diversion of Waste from Sechelt Landfill, \$25,000 funded through User Fees (Tipping) and future base budget increase \$50,000;

AND FURTHER THAT the following budget proposal be deferred to 2022 to allow for more analysis and discussion regarding the funding of the operations of the SCRD solid waste disposal sites and the actual Municipal Solid Waste (MSW) tipping fees variance for 2021:

- Budget Proposal 8 – Increase to Landfill Operations Funding (Base Budget), \$97,500 funded through Taxation.

068/21 cont.

**Recommendation No. 29**    *Regional Solid Waste [350] – 2021  
R2 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 15 – Site Attendant (Option 2b), 0.47 FTE, funded \$27,450 from User Fees (Tipping) for 2021 (\$26,800 wages and benefits and \$650 overhead costs), and future base budget increase to approximately \$35,740.

**Recommendation No. 30**    *Regional Solid Waste [350] – 2021  
R2 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 16 – Audit of South Coast Green Waste Drop-off Depot (base budget increase), \$6,200 funded from Eco-Fee Reserves.

**Recommendation No. 31**    *Regional Solid Waste [350] – 2021  
R2 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 17 – Biocover Feasibility Study – Phase 2, \$150,000 funded from Taxation.

**Recommendation No. 32**    *Biocover Feasibility Study Partnership  
Opportunities*

THAT staff explore other partnership opportunities in relation to the Biocover Feasibility Study and report back to a future Committee.

**Recommendation No. 33**    *Use of Biosolids as Landfill Cover Material*

THAT a letter be sent to the Director at the Ministry of Environment and Climate Change Strategy to request approval for the use of biosolids as a landfill cover material per 3.7 of the Sechelt Landfill Operational Certificate.

**Recommendation No. 34**    *Regional Solid Waste [350] – 2021  
R2 Budget Proposals*

THAT the following budget proposal be abandoned:

- Budget Proposal 20 – Book Recycling at Pender Harbour Transfer Station and Sechelt Landfill (Base Budget), \$15,000 funded through Taxation.

068/21 cont.

**Recommendation No. 35** *Regional Solid Waste [350] – 2021 R2 Budget Proposal – Late Item*

THAT the report titled 2021 R2 Budget Proposal for [350] Regional Solid Waste – Late Item be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 21 – Power Supply System Repair Sechelt Landfill, \$125,000 funded, \$115,000 through Municipal Finance Authority (MFA) 5-Year Equipment Finance Loan and \$10,000 through Taxation;

AND FURTHER THAT a loan of up to \$115,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the repair of the Power Supply System at the Sechelt Landfill.

**Recommendation No. 36** *Water Supply Advisory Committee Response to Referral of 2021 Round 1 Budget Proposals*

THAT the report titled Water Supply Advisory Committee (WASAC) Response to Referral of 2021 Round 1 Budget Proposals be received for information.

**Recommendation No. 37** *North Pender Harbour Water Service [365] – 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [365] North Pender Harbour Water Service be received for information;

AND THAT the following budget proposal be deferred to 2022:

- Budget Proposal 6 – Water Supply Plan: Feasibility Study Long-Term Surface Water Supply Sources, \$5,000 (\$225,000 total project split with [366] South Pender Harbour Water Service and [370] Regional Water Service) funded through Operating Reserves.

**Recommendation No. 38** *South Pender Harbour Water Service [366] – 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [366] South Pender Harbour Water Service be received for information;

068/21 cont.

AND THAT the following budget proposal be deferred to 2022:

- Budget Proposal 10 – Water Supply Plan: Feasibility Study Long-term Surface Water Supply Sources, \$10,000 (\$225,000 total project split with [365] North Pender Harbour Water Service and [370] Regional Water Service) funded through Operating Reserves.

**Recommendation No. 39**    *Regional Water Service [370] – 2021 R2 Budget Proposals*

THAT the report titled 2021 R2 Budget Proposals for [370] Regional Water Service be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2021 Budget:

- Budget Proposal 9 – Groundwater Investigation Phase 3 – Round 2, \$1,377,600 funded from Capital Reserves (\$931,100), Operating Reserves (\$100,000) and Development Cost Charges (\$346,500);
- Budget Proposal 10 – Feasibility Study Surface Water Intake Upgrades Gray Creek, \$125,000 funded from Operating Reserves;
- Budget Proposal 19 – Water Supply Plan: Public Participation Regional Water System, \$20,000 funded from Operating Reserves;
- Budget Proposal 20 – Water Supply Plan: Regional Water System Water Distribution Model Update and Technical Analysis, \$213,000 funded from Operating Reserves.

**Recommendation No. 40**    *Regional Water Service [370] – 2021 R2 Budget Proposals*

THAT the following budget proposal be deferred to 2022:

- Budget Proposal 21 – Water Supply Plan: Feasibility Study Long-term Surface Water Supply Sources, \$210,000 (\$225,000 total project split with [365] North Pender Harbour Water Service and [366] South Pender Harbour Water Service) funded through Operating Reserves.

**Recommendation No. 41**    *Wastewater Treatment Services [381-395] – 2021 R2 Budget Proposal*

THAT the report titled 2021 R2 Budget Proposal for [381-395] Wastewater Treatment Services be received for information;

068/21 cont.

AND THAT the following budget proposal be approved and incorporated into the 2021 Budget:

- Budget Proposal 5 – [392] Roberts Creek Co-Housing Wastewater Treatment Plant – Treatment System and Regulatory Enhancements, \$30,000 funded, \$22,101 from Operating Reserves and \$7,899 from Electoral Area D - Federal Gas Tax Community Works Fund.

**Recommendation No. 42** *Electoral Areas' Grant-in-Aid and Economic Development Updates*

THAT the report titled Electoral Areas' Grant-in-Aid and Economic Development Review of Discretionary Balances for 2021 be received for information;

AND THAT Electoral Areas' Grant-in-Aid Discretionary Balances be amended and incorporated into the 2021 Budget as follows:

- Electoral Area A [121] \$23,423  
(use \$4,423 surplus to increase discretionary and reduce taxation by \$3,547);
- Electoral Area B [122] \$23,360  
(use \$4,733 surplus to increase discretionary);
- Electoral Areas E and F [123] \$6,824  
(use \$2,824 surplus to increase discretionary);
- Community Schools \$10,000  
(reduce taxation by \$514);
- Greater Gibsons Community Participation [126] \$10,000  
(reduce taxation by \$7,774);
- Electoral Area D [127] \$25,000  
(reduce taxation by \$9,776);
- Electoral Area E [128] \$18,286  
(use \$3,286 surplus to increase discretionary);
- Electoral Area F [129] \$17,000  
(use \$3,000 surplus to increase discretionary and reduce taxation by \$4,791);

AND THAT Electoral Areas' Economic Development Functions [531-535] Discretionary Balances be reduced to a Base Budget amount of \$3,000;

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

068/21 cont.      **Recommendation No. 43**      *Pender Harbour and District Chamber of Commerce*

THAT the correspondence dated February 25, 2021 from the Pender Harbour and District Chamber of Commerce (PHDCC) regarding an additional 2021 Budget Request be received for information;

AND THAT the additional 2021 budget request in the amount of \$3,500 from the Pender Harbour and District Chamber of Commerce for costs associated with maintaining the “Pender Info Centre” washrooms as required for COVID-19 precautions be approved and incorporated into the 2021 Budget for Electoral Area A Economic Development [531];

AND FURTHER THAT the payment be released by April 1, 2021 per the request of the PHDCC pending execution of funding agreement.

**Recommendation No. 44**      *2020 Final Surplus / Deficits*

THAT the [222] Sunshine Coast Emergency Planning deficit of (\$90,267) be funded \$30,000 through Federal / Provincial COVID Safe Restart Grant, \$36,596 through 2021 Taxation and \$23,671 from Operating Reserves.

**Recommendation No. 45**      *2020 Final Surplus / Deficits*

THAT as per the Sunshine Coast Regional District (SCRD) Financial Sustainability Policy, the 2020 surpluses be transferred to reserves as detailed in Attachment A of the report;

AND THAT the following 2020 deficits be funded from Operating Reserves:

- [391] Curran Road Waste Water Plant – (\$8,026);
- [394] Painted Boat Waste Water Plant – (\$2,726);

AND FURTHER THAT the [350] Regional Solid Waste deficit of (\$73,808) be funded through 2021 Taxation.

**CARRIED**

Infrastructure      **It was moved and seconded**

069/21      THAT Infrastructure Services Committee recommendation No. 3 of March 11, 2021 be received, adopted and acted upon as follows:

**Recommendation No. 3**      *Groundwater Investigation Phase 2, Round 2 - Contract Amendment*

THAT the report Groundwater Investigation Phase 2, Round 2 – Contract Amendment be received for information;



069/21 cont. AND THAT the contract with Kalwij Water Dynamics Ltd. (KWL) for the Groundwater Investigation Phase 2 Round 2 be increased by \$63,464 to \$335,534 (excluding GST);

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

**CARRIED**

ITT Contract Award  
Sechelt Landfill

**It was moved and seconded**

070/21 THAT the report titled Invitation to Tender (ITT) 2035202 Contract Award Sechelt Landfill Drop-Off Remediation - Construction be received for information;

AND THAT a contract for Sechelt Landfill Drop-off Remediation be awarded to Summit Earthworks Inc. in the amount up to \$899,762.21 (plus GST);

AND THAT the contract with XCG Consulting Ltd. for Engineering Services for the Detailed Design of the Sechelt Landfill Public Drop-off Area be increased from \$56,127 up to \$116,660 (plus GST) to provide Construction Oversight of the Sechelt Landfill Drop-off Remediation;

AND THAT the delegated authorities be authorized to execute both contracts;

AND THAT the Sechelt Landfill Drop-Off Remediation budget be increased by \$122,661 to \$1,500,376 for the construction phase of the project;

AND THAT the Sunshine Coast Regional District authorizes up to \$1,118,898 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 Draft 2021-2025 Financial Plan be amended accordingly.

**CARRIED**

Tender Bids

**It was moved and seconded**

071/21 THAT staff investigate options to include additional information within contract award reports, such as the names and tender amounts for all considered bidders, and report back to a future Committee meeting.

**CARRIED**

**BYLAWS**

Bylaw 730

**It was moved and seconded**

072/21

THAT *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021* be read a first time.**CARRIED**

Bylaw 730

**It was moved and seconded**

073/21

THAT *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021* be read a second time.**CARRIED**

Bylaw 730

**It was moved and seconded**

074/21

THAT *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021* be read a third time.**CARRIED****DIRECTORS' REPORTS***Directors provided a verbal report of their activities.***NEW BUSINESS***Directors raised the issue of the Sunshine Coast housing emergency. Staff advised that a report addressing housing issues on the Sunshine Coast will be brought to the March 18, 2021 Planning and Community Development Committee meeting.**Directors inquired as to the possibility of extending the Dakota Ridge snow season. Staff identified considerations and potential impediments. Information will be shared on the Dakota Ridge Facebook page.**Director Toth left the meeting at 3:25 p.m.*Dakota Bowl  
Agreement**It was moved and seconded**

075/21

THAT a letter of congratulations that offers gratitude and assistance be sent to the Squamish Nation and Province of British Columbia in response to their Dakota Bowl agreement that protects the Dakota Bowl area of Mount Elphinstone from timber harvesting.

**CARRIED***The Board moved In Camera at 3:29 p.m.**The Board recessed at 3:29 p.m. and reconvened at 3:40 p.m.*

**IN CAMERA****It was moved and seconded**

076/21

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (g), (k), (i) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “litigation or potential litigation affecting the municipality”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, “the receipt of advice that is subject to solicitor-client privilege...”, 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...”.

**CARRIED**

*The Board moved out of In Camera at 4:52 p.m.*

Collective  
Agreement MOU

**It was moved and seconded**

077/21

THAT the 2020-2023 Memorandum of Agreement with Unifor Local 466-Collective Agreement be approved for ratification as presented;

AND THAT the 2020 retroactive pay from January 1, 2020 of up to \$267,000 be paid upon ratification of the Agreement and funded from 2020 Surpluses/Operating Reserves or 2021 taxation where required;

AND FURTHER THAT the financial implications related to the new Collective Agreement with UNIFOR-Local 466 be included in the draft 2021-2025 Financial Plan as presented.

**CARRIED**

Wastewater  
Treatment Disposal

**It was moved and seconded**

078/21

THAT staff explore the feasibility of accepting operation and ownership of the Pender Harbour Landing sewage outfall;

AND THAT a report outlining next steps and timelines be provided.

**CARRIED**

Retaining Wall on  
Lower Road

**It was moved and seconded**

079/21

THAT Sunshine Coast Regional District (SCRD) partner with Ministry of Transportation and Infrastructure to repair the retaining structure in the 2600 Block of Lower Road with rip rap slope;

079/21 cont. AND THAT funding of up to \$75,000 from Bicycle and Walking Paths [665] Operating Reserve be approved to repair the wall.

**CARRIED**

Community Parks  
Budget Proposal

**It was moved and seconded**

080/21

THAT the following budget proposal be deferred pending confirmation related to grant submission:

- Budget Proposal 1 – Coopers Green Hall Capital Funding.

**CARRIED**

shíshálh Nation Foundation  
Agreement

**It was moved and seconded**

081/21

THAT the Sunshine Coast Regional District (SCRD) Board approve the following draft Statutory Right of Ways and direct staff to work with the Province of British Columbia (BC) and shíshálh Nation on the registration on title:

1. A Statutory Right of Way (SRW) over DL 7613 to secure access to the water intake at Chapman Creek;
2. A SRW over DL 7613 associated with drainage work related to the Sechelt Landfill;
3. A SRW over DL 2725 associated with water supply and telecommunication infrastructure;

AND THAT the SCRD confirms approval of these SRWs and concerns regarding the watershed protection covenant in a letter to both the shíshálh Nation and the Province of BC;

AND THAT staff, on the recommendations of SCRD legal counsel, be authorized to make minor edits to these SRWs and approve the final survey maps of the SRW areas;

AND FURTHER THAT upon final legal review the delegated authorities be authorized to execute the final versions of the SRWs.

**CARRIED**

shíshálh Nation Foundation  
Agreement

**It was moved and seconded**

082/21

THAT the SCRD Board endorse the draft Covenant on DL 7613 between the Province of BC and the shíshálh Nation to limit the potential impacts to the local water quality in the area upstream of our water intake;

082/21 cont. AND THAT staff, supported by legal counsel, be authorized to make minor edits to the Covenant;

AND FURTHER THAT a letter confirming the endorsement of the draft Covenant on DL 7613 be sent to the shíshálh Nation and the Province of BC.

**CARRIED**

Coopers Green Hall  
Grant Results

**It was moved and seconded**

083/21 THAT staff be directed to research Option 2b as outlined in the staff report titled Coopers Green Hall Confidential Grant Result & Next Steps, as follows:

2b. Consideration could be given to investing in a joint facility with SD46 in another location such as on a school site. This scenario could involve the eventual decommissioning of the Coopers Green Hall. If co-location with a school is considered, nearby access to a gymnasium or other spaces could have the practical effect of increasing the seating space for community events, relative to the current hall at Coopers Green.

**CARRIED**

Watershed Management  
Funding

**It was moved and seconded**

084/21 THAT the Sunshine Coast Regional District's submission to Watershed BC for the Regional Watershed Management Planning project proposal for COVID-19 recovery funding be approved.

**CARRIED**

Purchase of  
Private Well

**It was moved and seconded**

085/21 THAT staff be authorized to advance the purchase of a private well for inclusion in the Eastbourne Water System and report back to the Board at a Q1 2021 Committee meeting;

AND THAT the budget for the Feasibility Study Upgrades Eastbourne Water System project be increased by \$10,000 to \$50,000 to be funded from [370] Regional Water Operating Reserves;

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

**CARRIED**

**Exempt Salary Grid It was moved and seconded**

086/21

THAT the Board approve implementation of the revised exempt salary grid retroactive to January 1, 2020;

AND THAT the 2020 retroactive pay for of up to \$112,000 be approved for funding from within operating surpluses and taxation, where required, and accrued within the 2020 year-end figures;

AND THAT implementation costs of up to \$216,000 be included within the 2021 operational budgets;

AND FURTHER THAT the approved pay grid be reflected within the 2021-2025 Financial Plan.

**CARRIED**

**ADJOURNMENT It was moved and seconded**

087/21

THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 4:53 p.m.

Certified correct \_\_\_\_\_

Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair