



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, APRIL 9, 2020

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of March 26, 2020 Annex A
Pages 1 – 9
3. Special Emergency Board meeting minutes of March 30, 2020 Annex B
pp 10 – 14
4. Special Emergency Board meeting minutes of March 31, 2020 Annex C
pp 15 – 16

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

5. Corporate and Administrative Services Committee recommendation
Nos. 1-6 of March 26, 2020 Annex D
pp 17 - 20
6. General Manager, Infrastructure Services - Options for Contract
Award Raw Water Reservoir Feasibility Study - Phase 4 Annex E
pp 21 - 26

COMMUNICATIONS

7. Sandra Stoddart-Hansen - BC Ferry Authority
Letter dated March 23, 2020 regarding appointments to the
BC Ferry Authority Board of Directors Annex F
pp 27 - 28
8. John R Henderson - Sechelt & District Chamber of Commerce
Letter dated March 28, 2020 regarding the SCRD 2020 Budget Annex G
pp 29 - 36

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) (c), (k), (m), and (2) (b) of the *Community Charter* "labour relations or other employee relations", "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", "a matter that, under another enactment, is such that the public may be excluded from the meeting", 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

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to April 25, 2020)

Planning and Community Development Committee	April 9 at 9:30 am
Regular Board	April 9 at 1:30 pm
Infrastructure Services Committee	April 16 at 9:30 am
Solid Waste Management Plan Monitoring Advisory Committee	(tentative) - April 21 at 11:00 am
Sunshine Coast Regional Hospital District	April 23 at 9:00 am
Corporate and Administrative Services Committee	April 23 at 9:30 am
Regular Board	April 23 at 1:30 pm

Other SCRD Meetings (Intergovernmental, Public Hearings, Information Sessions)

Gibsons and District Public Library Association Board	April 6 at 7:00 pm
SD46 / SCRD Joint Use Meeting	April 20 at 1:30 pm
Sechelt Library Board Meeting	April 25 at 10:00 am

Please note: Meeting dates are current as of print date (April 3, 2020).



SUNSHINE COAST REGIONAL DISTRICT

March 26, 2020

MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT*:	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
		Town of Gibsons	D. Croal
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
	Senior Manager, Human Resources		G. Parker
	Chief Building Official, Community Services		A. Whittleton (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	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.*

CALL TO ORDER 1:33 p.m.

AGENDA It was moved and seconded

115/20 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes It was moved and seconded

116/20 THAT the Regular Board meeting minutes of March 12, 2020 be adopted.

CARRIED

Minutes **It was moved and seconded**

117/20 THAT the Special Emergency Board meeting minutes of March 17, 2020 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Staff clarified that Sunshine Coast Regional District Financial Plan Bylaw No. 724, 2020 came into effect when it was adopted on March 12, 2020 and that changes to the Financial Plan will require a bylaw amendment before the March 31st statutory deadline in order to have an impact on taxation amounts for 2020. Further amendments may be brought forward after the March 31st deadline, but impacts to taxation will not be realized until the following year.

REPORTS

Planning **It was moved and seconded**

118/20 THAT Planning and Community Development Committee recommendation Nos. 1-12 of March 12, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Child Care Action Plan Delegation*

THAT the presentation materials from Maria Stanborough, Principle Consultant, C+S Planning Group regarding the Sunshine Coast Child Care Action Plan be received.

Recommendation No. 2 *Sunshine Coast Child Care Action Plan*

THAT the report titled Sunshine Coast Child Care Action Plan be received;

AND THAT 2029 targets for Sunshine Coast child care spaces as identified in the Child Care Action Plan be approved;

AND THAT SCRD collaborate with other Sunshine Coast local governments to sign a joint letter to the Provincial Minister of Children and Family Development, advocating for implementation of Universal Child Care;

AND FURTHER THAT SCRD appoint a staff member to the Joint Child Care Council.

Recommendation No. 3 *Development Variance Permit Application DVP00047*

THAT the report titled Development Variance Permit Application DVP00047 (Simoes for Bickerton) be received;

118/20 cont.

AND THAT Development Variance Permit Application DVP00047, to vary *Zoning Bylaw No. 337, 1990* Section 1021.4 (c) to reduce the required minimum exterior side setback of a proposed single family dwelling from 4.5 metres to 0.466 metres, be issued.

Recommendation No. 4 *Lease No. 242739 Renewal - Halfmoon Bay Dock*

THAT the report titled Lease Renewal for Halfmoon Bay Dock be received;

AND THAT the SCRD apply to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for a replacement tenure to Lease No. 242739 for the Halfmoon Bay Dock;

AND THAT the length of the lease term be for 5 years;

AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure.

Recommendation No. 5 *Egmont/Pender Harbour (Area A) APC Meeting Minutes of February 26, 2020*

THAT the Egmont/Pender Harbour (Area A) Advisory Planning Commission meeting minutes of February 26, 2020 be received.

Recommendation No. 6 *Halfmoon Bay (Area B) APC Meeting Minutes of February 25, 2020*

THAT the Halfmoon Bay (Area B) Advisory Planning Commission meeting minutes of February 25, 2020 be received.

Recommendation No. 7 *Roberts Creek (Area D) APC Meeting Minutes of February 24, 2020*

THAT the Roberts Creek (Area D) Advisory Planning Commission meeting minutes of February 24, 2020 be received.

Recommendation No. 8 *Elphinstone (Area E) APC Meeting Minutes of February 26, 2020*

THAT the Elphinstone (Area E) Advisory Planning Commission meeting minutes of February 26, 2020 be received.

Recommendation No. 9 *West Howe Sound (Area F) APC Meeting Minutes of February 25, 2020*

THAT the West Howe Sound (Area F) Advisory Planning Commission meeting minutes of February 25, 2020 be received.

118/20 cont.

Recommendation No. 10 *Agricultural Advisory Committee Meeting Minutes of February 25, 2020*

THAT the Agricultural Advisory Committee meeting minutes of February 25, 2020 be received.

Recommendation No. 11 *BC Timber Sales Sunshine Coast 2020 - 2024 Operational Plan*

THAT the correspondence from Amanda Girard, Planning Forester, BC Timber Sales, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, dated January 27, 2020, regarding BC Timber Sales Sunshine Coast 2020 - 2024 Operational Plan be received;

AND THAT SCR D contact BCTS to request clarification on their public consultation process regarding block DL 1313;

AND THAT the letter mention the following concerns and questions:

- With reference to Minister Donaldson's letter to the SCR D dated March 29, 2019, there are gaps in the commitments made by the Minister regarding public communication and "modernized land use planning";
- Why has BCTS expanded the cutblock in the 2020 plan?
- What is BCTS's consultation process?
- What are the timelines for public consultation and harvesting plans?
- Does BCTS or the logging company take long term legal responsibility for flooding on downstream properties resulting from logging activities? If not, what is the residents' legal recourse?
- Does BCTS plan to do up to date mapping of creeks and drainages on and downstream from block DL 1313 in residential areas?
- Has the Squamish Nation provided any comments in writing re: block DL 1313?
- What assurances do residents have that the land won't be sold and rezoned for development after logging, as was the case with Block 1312?

AND FURTHER THAT SCR D request a meeting with BCTS to discuss the 2020 – 2024 Operational Plan.

118/20 cont. **Recommendation No. 12** *shíshálh Nation Proposals to Change Names within the shíshálh swiya*

THAT the correspondence from Carla Jack, Provincial Toponymist, BC Geographical Names Office, Heritage Branch, Ministry of Forests, Lands, Natural Resource Operations and Rural Development, dated January 23, 2020, regarding shíshálh Nation proposals to change names within the shíshálh swiya be received.

CARRIED

Infrastructure **It was moved and seconded**

119/20 THAT Infrastructure Services Committee recommendation Nos. 1-5 and 7-10 of March 19, 2020 be received, adopted and acted upon as follows:

Recommendation No. 1 *Universal Water Metering Program Overview and Implementation Timelines*

THAT the report titled Universal Water Metering Program Overview and Implementation Timelines be received.

Recommendation No. 2 *Water Supply Advisory Committee – Terms of Reference*

THAT the report titled Water Supply Advisory Committee – Terms of Reference be received;

AND THAT the Terms of Reference be approved as amended, as follows:

- Section 3 Membership - the numbering be adjusted;
- Section 3.1 – Membership – “...and not more than 10 *voting* members, with the following representation:...”;
- Section 3.4 (3.6) – “The Chair and Vice Chair is a voluntary position that will be elected from *voting members* in the first meeting of each year...”;

AND FURTHER THAT staff be authorized to initiate Water Supply Advisory Committee recruitment.

Recommendation No. 3 *Garbage Drop-off Service Options for Non-Permanent Residents and Tourists*

THAT the report titled Garbage Drop-off Service Options for Non-Permanent Residents and Tourists be received;

AND THAT the Option 1 – status quo part-time or travelling residents or tourists utilize existing garbage drop-off services available on the Sunshine Coast or take waste off-coast be approved;

119/20 cont.

AND THAT staff contact the partners who oversee the existing garbage drop-off services to formalize arrangements at each location, providing specifics of the service and outlining requirements for the partners to provide more information regarding volumes and to coordinate the removal at various times based on these volumes;

AND FURTHER THAT staff work with these partners to determine options for diversion strategies such as organics and recycling.

Recommendation No. 4 *Disposal Options for Boats and Motorhomes*

THAT the report titled Disposal Options for Boats and Motorhomes be received;

AND THAT staff initiate the process in Option 1 as a pilot project - to accept boats, motorhomes and camping trailers under specific conditions at the Sechelt Landfill;

AND THAT the proposed tipping fees of \$265 per tonne for boats, motorhomes and camping trailers be approved and incorporated in an amendment to *Bylaw 405*;

AND FURTHER THAT staff report back to a Committee in Q4 of 2020 with an evaluation of the effectiveness of the pilot project.

Recommendation No. 5 *Contract Award Groundwater Investigation – Phase 4A Church Road Well Field*

THAT the report titled Contract Award Groundwater Investigation – Phase 4A Church Road Well Field be received;

AND THAT the contract for Groundwater Investigation – Phase 4A be awarded to Associated Environmental Consultants Inc. in the amount up to \$687,157 (excluding GST);

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

Recommendation No. 7 *Solid Waste Plan Monitoring Advisory Committee (PMAC) Meeting Minutes – February 19, 2020*

THAT the report titled Solid Waste Plan Monitoring Advisory Committee (PMAC) Meeting Minutes – February 19, 2020 be received.

Recommendation No. 8 *Correspondence Regarding Cancellation of Uphill Transit Service on Flume Road*

THAT the correspondence from the residents of Ikelon Trailer Court regarding the cancellation of uphill transit service on Flume Road be received;

AND THAT the communication and petition from Flume Road residents dated February 21, 2020 be forward to the Ministry of Transportation and Infrastructure;

119/20 cont.

AND FURTHER THAT a letter be sent to the Ministry of Transportation and Infrastructure to follow-up on previous communications that have been sent in this regard and include a request for controlled pedestrian crossing, bus activated light or alternative safety options at this location.

Recommendation No. 9 *Transit Service Safety Concerns at Flume Road*

THAT staff report back to a Q3 2020 Committee with the status of actions and results of the communications with the Ministry of Transportation and Infrastructure regarding transit service safety concerns at Flume Road.

Recommendation No. 10 *Correspondence Regarding Cancellation of Uphill Transit Service on Flume Road*

THAT the communication and petition from the residents of Ikelon Trailer Court regarding the cancellation of uphill transit service on Flume Road dated February 21, 2020 be forwarded to the Transportation Advisory Committee for information.

CARRIED

Infrastructure

It was moved and seconded

120/20

THAT Infrastructure Services Committee recommendation No. 6 of March 19, 2020 be received, adopted and acted upon as amended as follows:

Recommendation No. 6 *Contract Award Raw Water Reservoir Feasibility Study - Phase 4*

THAT the report titled Contract Award Raw Water Reservoir Feasibility Study - Phase 4 be received;

AND THAT *prior to awarding* the contract for Raw Water Reservoir Feasibility Study - Phase 4 to Integrated Sustainability Consultants Ltd. in the amount up to \$239,980 (excluding GST), *staff bring forward a report to the next regular Board meeting identifying potential options and financial implications for this project.*

CARRIED

Notice on Title

It was moved and seconded

121/20

THAT the report titled Placement of Notice on Title be received;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot B, west part of District Lot 1316, Plan VAP20560, NWD, PID 002-621-312.

CARRIED

CAO Report It was moved and seconded

122/20 THAT the March 26, 2020 Chief Administrative Officer's Report be received for information.

CARRIED

The Senior Leadership team provided an update on the SCRD's response to date to the Novel Coronavirus (COVID-19) health crisis.

BYLAWS**Bylaw 558.8 It was moved and seconded**

123/20 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.8, 2020* be adopted.

CARRIED

Bylaw 638.9 It was moved and seconded

124/20 THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.9, 2020* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

The Board recessed at 3:31 p.m. and reconvened at 3:45 p.m.

The Board moved In Camera at 3:45 p.m.

IN CAMERA It was moved and seconded

125/20 THAT the public be excluded from attendance at the meeting in accordance with Sections 90(1) (a), (c), (e), and (2) (b) of the *Community Charter* "personal information about an identifiable individual who holds or is being considered for a position ...", "labour relations or other employee relations", "the acquisition, disposition or expropriation of land or improvements...", and "the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...".

CARRIED

The Board moved out of In Camera at 6:04 p.m.

NRAC Membership **It was moved and seconded**

126/20 THAT staff continue to place advertisements in the Coast Reporter newspaper to solicit applications for the nine remaining positions on the Natural Resources Advisory Committee;

AND THAT staff report back to a future SCRD Committee on the results of continued recruitment.

CARRIED

Staffing **It was moved and seconded**

127/20 THAT the SCRD Board affirms its support to maintain SCRD staffing levels and to continue funding staff salaries to the end of the April 18, 2020 pay period.

CARRIED

ADJOURNMENT **It was moved and seconded**

128/20 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 6:05 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair



SUNSHINE COAST REGIONAL DISTRICT

March 30, 2020

MINUTES OF THE SPECIAL EMERGENCY MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	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
		Town of Gibsons	D. Croal
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
	Senior Manager, Human Resources		G. Parker
	Admin. Assistant, Corporate Services/Recorder		T. Crosby
	Media		0
	Public		35

**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 **It was moved and seconded**

129/20 THAT the agenda for the meeting be adopted as presented.

CARRIED

REPORTS

2020-24 Financial
Plan Amendments **It was moved and seconded**

130/20 THAT the report titled Proposed Amendments to the 2020-2024 Financial Plan – COVID-19 Response be received;

130/20 cont.

AND THAT the funding sources for the following projects approved in the 2020-2024 Financial Plan be changed from Taxation to Operating Reserves:

- Community Recreation [615]
 - Gibsons and District Aquatic Facility Critical Capital Components \$25,000
 - Community Recreation Facilities – Future Planning \$25,000
 - Community Recreation Facilities – Non-Critical Capital Asset Renewal \$166,500
- Rural Planning [504]
 - Field Road Space Planning and Information Technology Hardware \$7,212

AND THAT the following projects approved in the 2020-2024 Financial be deferred to 2021 and funded from Operating Reserves:

- Community Sustainability [136]
 - Building Adaptive and Resilient Communities (BARC) – Climate Action Framework \$20,000
 - Community Emissions Analysis \$50,000
- Regional Planning [500]
 - Regional Housing Conference Partnership \$10,000
- Community Parks [650]
 - Suncoaster Trail (Phase 2) \$15,000

AND THAT the following projects approved in the 2020-2024 Financial be deferred to 2021 as previously approved:

- Feasibility [150]
 - Watershed Governance Feasibility Study \$21,865
- Public Transit [310]
 - Youth Transit Demand Assessment Survey and Youth Transit Pilot Project \$14,271

AND THAT the full time equivalency (FTE) positions approved in the 2020-2024 Financial Plan be deferred to 2021:

- | | | |
|---|----------|----------|
| • Employee and Volunteer Engagement | 0.20 FTE | \$15,950 |
| • Sustainability Services | 0.67 FTE | \$77,055 |
| • Strategic Planning Coordinator | 0.50 FTE | \$33,555 |
| • Strategic Planning Technician | 0.25 FTE | \$15,789 |
| • Transit Service Person | 0.38 FTE | \$20,074 |
| • Infrastructure Services Assistant | 0.50 FTE | \$27,729 |
| • Planning Technician (pro-rated value 2020) | 0.80 FTE | \$46,141 |
| • Lifeguard 1, PHAFC, Increase by 0.13 FTE | 0.13 FTE | \$6,200 |
| • Aquatic Supervisor, PHAFC, Increase by 0.20 FTE | 0.20 FTE | \$12,971 |

130/20 cont.

- 3 Year Pilot Project (2020-2022) – 0.25 FTE \$15,231
Training and Development
Program (Recreation)

AND THAT the positions of Water Conservation Technician at 0.67 FTE and Infrastructure Capital Project Technician at 0.40 FTE remain in the 2020-2024 Financial Plan;

AND THAT the following annual and other contributions to reserves approved in the 2020-2024 Financial be reduced for 2020:

- Human Resources [115] \$10,000
- Information Technology [117] \$10,000
- Elections [131] \$14,000
- Cemetery [400] \$18,000
- Pender Harbour Health Centre [410] \$5,000
- Property Information and Mapping / Geographical Information Systems – Orthophoto acquisition [506] \$15,000
- Building Inspection Services [520] \$6,000
- Recreation Facilities [613] – Slide Inspection \$1,300
- Recreation Facilities [613] – Zamboni Battery \$4,000
- Pender Harbour Aquatic Facility [625] \$15,000
- Pender Harbour Aquatic Facility [625] – Fee Revenue for Fitness Equipment \$3,680
- Pender Harbour Aquatic Facility [625] – Fitness Equipment \$6,320
- Gibsons and District Public Library [640] \$50,000
- Community Parks [650] – Parks Hut Replacement \$50,000
- Community Parks [650] – Building Repairs \$10,000
- Community Parks [650] – Sand for Top Dressing of Sports Fields \$5,000
- Community Parks [650] – Sports Field Maintenance \$6,000
- Bicycle and Walking Paths [665] \$10,000

AND THAT the following contributions to reserves approved in the 2020-2024 Financial be amended with portions deferred to 2021:

- Gibsons and District Fire Protection [210]
 - Defer 2020 approved increase by 50% \$37,500
- Roberts Creek Fire Protection [212]
 - Defer 2020 approved increase by 50% \$25,000
- Halfmoon Bay Fire Protection [216]
 - Defer 2020 approved increase by 50% \$25,000
- Community Parks [650]
 - Defer \$45,000 of projects to 2021 \$45,000

AND THAT the following operating budget functions approved in the 2020-2024 Financial be partially funded through one-time use of operating reserves (reducing taxation):

130/20 cont.

• Administration [110]	\$100,000
• Finance [113]	\$100,000
• Human Resources [115]	\$50,000
• Elections [113]	\$50,000
• Property Information and Mapping [506]	\$25,000
• Civic Addressing [510]	\$25,000
• Bicycle and Walking Paths [665]	\$11,717

AND THAT the 2020-2024 Financial Plan and subsequent ad valorem tax be amended to reflect these changes;

AND FURTHER THAT the 2020-2024 Financial Plan Bylaw 724 be amended prior to the March 31, 2020 statutory deadline.

CARRIED

The Board moved In Camera at 10:56 a.m.

The Board recessed at 10:56 a.m. and reconvened at 11:08 a.m.

IN CAMERA It was moved and seconded

131/20 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c) and (k) of the *Community Charter* – “labour relations or other employee relations”, 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 11:25 a.m.

ADJOURNMENT It was moved and seconded

132/20 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 11:27 a.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair



SUNSHINE COAST REGIONAL DISTRICT

March 31, 2020

MINUTES OF THE SPECIAL EMERGENCY MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT*:	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
		Town of Gibsons	D. Croal
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
	Senior Manager, Human Resources		G. Parker
	Deputy Corporate Officer / Recorder		J. Hill
	Media		2
	Public		13

**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 3:01 p.m.

AGENDA **It was moved and seconded**

133/20 THAT the agenda for the meeting be adopted.

CARRIED

BYLAWS

Bylaw 724.1 **It was moved and seconded**

134/20 THAT the report titled Final Amendments to 2020-2024 Financial Plan – COVID-19 Response be received for information;

134/20 cont. *AND THAT Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.1, 2020 be read a first time.*

CARRIED

Bylaw 724.1 **It was moved and seconded**

135/20 *THAT Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.1, 2020 be read a second time.*

CARRIED

Bylaw 724.1 **It was moved and seconded**

136/20 *THAT Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.1, 2020 be read a third time.*

CARRIED

Bylaw 724.1 **It was moved and seconded**

137/20 *THAT Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 724.1, 2020 be adopted.*

CARRIED

ADJOURNMENT **It was moved and seconded**

138/20 *THAT the Special Emergency Board meeting be adjourned.*

CARRIED

The meeting adjourned at 3:19 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair

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

March 26, 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.

PRESENT*:	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area D	A. Tize (Part)
		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
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Corporate Officer		S. Reid
	Senior Manager, Human Resources		G. Parker (Part)
	G.M., Planning and Community Development		I. Hall (Part)
	G.M., Infrastructure Services		R. Rosenboom (Part)
	Administrative Assistant / Recorder		T. Crosby
	Media		0
	Public		3

**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 9:30 a.m.

AGENDA The agenda was adopted as amended.

PRESENTATIONS AND DELEGATIONS

Director Tize joined the meeting at 9:35 a.m.

Dr. Mark Lysyshyn, Deputy Medical Health Officer, and Chris Morse, Environmental Health Officer, and Gerry Latham, Director, Sunshine Coast, Vancouver Coastal Health were present to address the Committee with an update regarding the COVID-19 health crisis. The delegation provided an overview of the current status of the health emergency and measures being implemented with respect to enforcement measures, self-isolation and social distancing

measures and, ongoing engagement with the public and the business service sector to ensure that information is provided and measures are effective. Short term rentals, visitors and gatherings were also addressed including the current status of mechanisms and restrictions in place at this time. Currently there are no restrictions for travel within Canada though travel into Canada is restricted. Organizers of gatherings are to follow the restrictions in place for social distancing and limits on the size of gatherings currently set at 50 participants. March 30, 2020 will be an assessment point to evaluate impact, the curve results and degree of cases.

The Chair thanked Dr. Lysyshyn and Mr. Morse for their presentation.

Paul Kamon, Executive Director, Sunshine Coast Tourism addressed the Committee to respond to the following SCRD Board resolution:

Recommendation No. 10 Sunshine Coast Tourism request for Letter of Approval and Letter of Support

THAT a letter be sent to Sunshine Coast Tourism requesting clarification on their rationale for the split of the Online Accommodation Platform (OAP) funds and why during this renewal of their Municipal Regional District Tax (MRDT) funding application they have not chosen to move to a 3% increase as the majority of the other areas of the Province have, and further indicating SCRD's preference for the majority of funds to be provided for work force housing.

Mr. Kamon provided an update on the effect that COVID-19 has had to the Tourism sector and measures to communicate to Destination BC, Destination Canada, Powell River Economic Development, Chambers and SCREDO. MRDT is not available at this time and staff are being reassigned, with no new hires.

Per the OAP Guidelines, the rationale for the split is as follows: the eligible entity (Sunshine Coast Tourism) is to create a breakdown of options to distribute funds and submit this to the Tourism Board. Funds would not be available for OAP if there were no other options available and would default back to Sunshine Coast Tourism for marketing purposes. OAP support events and festival (marketing funds available to attract visitors). Tourism looks for an equitable split between north and south coasts. A meeting regarding OAP guidelines between the qathet Regional District Board and SCRD Board has been postponed due to COVID-19 crisis.

Sunshine Coast Tourism plans to poll the accommodation sector for feedback on the 2 or 3% MRDT to achieve a better understanding of where the accommodation sector is at.

The Workforce housing priority item with \$30,000 of funding, is currently on hold.

Sunshine Coast Tourism will correspond back to the SCRD with proposal for 2 or 3% renewal and confirm from province if MRDT has been deferred and timeline.

The Chair thanked Mr. Kamon for his response.

REPORTS

Recommendation No. 1 *Grants Status Update*

The Corporate and Administrative Services Committee recommended that the report titled Grants Status Update be received for information.

Recommendation No. 2 *Financial Closeout of the Chapman Lake Supply Expansion Project*

The Corporate and Administrative Services Committee recommended that the report titled Implications of the Financial Closeout of the Chapman Lake Supply Expansion Project be received;

AND THAT a bylaw to repeal Chapman Lake Water Supply Expansion Loan Authorization Bylaw No. 704 be prepared;

AND THAT project expenditures for consulting services totaling \$374,061 be funded from Regional Water Service operating reserves.

Director Lee opposed.

The Committee recessed at 10:38 a.m. and reconvened at 11:20 a.m.

The Chair, Chief Financial Officer and Chief Administrative Officer provided an update regarding the effects of COVID-19 on the status on the current 2020-2024 Financial Plan. There will be future discussions regarding tax funded projects for the Committee to consider, essential / critical services and requirements for COVID-19 Emergency Operations Centre.

Recommendation No. 3 *Budget Project Status Report 2020*

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

COMMUNICATIONS

Recommendation No. 4 *Legislative Assembly of British Columbia – Budget 2021 Consultation*

The Corporate and Administrative Services Committee recommended that the correspondence received from the Parliamentary Committees Office, Legislative Assembly of British Columbia regarding Legislative Assembly of British Columbia's Select Standing Committee on Finance and Government Services – Budget 2021 Consultation be received.

Recommendation No. 5 *Union of British Columbia Municipalities – Resolution Process Review*

The Corporate and Administrative Services Committee recommended that the correspondence received from the Union of British Columbia Municipalities Executive regarding a review of the resolutions process for an immediate term to streamline the process and address the number and repetitiveness of resolutions be received;

AND THAT staff contact the UBCM for clarification on the process for consolidating resolutions to ensure local governments are consulted in advance and that the consolidation meet the intent of the resolution as it was initially proposed.

Recommendation No. 6 *The Office of the Ombudsperson – Quarterly Report: October 1—December 31, 2019*

The Corporate and Administrative Services Committee recommended that the correspondence received from The Office of the Ombudsperson regarding the Quarterly Report dated October 1—December 31, 2019 be received.

IN CAMERA

The Committee moved In-Camera at 12:12 p.m.

The Committee recessed at 12:12 p.m. and reconvened at 12:15 p.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) and (m) and (2) (b) of the *Community Charter* – “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”, “a matter that, under another enactment, is such that the public may be excluded from the meeting” 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 1:11 p.m.

ADJOURNMENT 1:13 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – April 9, 2020

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services

SUBJECT: **OPTIONS FOR CONTRACT AWARD RAW WATER RESERVOIR FEASIBILITY STUDY - PHASE 4**

THAT the report titled Options for Contract Award Raw Water Reservoir Feasibility Study - Phase 4 be received;

AND THAT the contract for Raw Water Reservoir Feasibility Study - Phase 4 be awarded to Integrated Sustainability Consultants Ltd. in the amount up to \$239,980 (excluding GST);

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

BACKGROUND:

On November 21, 2019, the Infrastructure Services Committee received the results of the Raw Water Reservoir Feasibility (Phase 3). At the February 27, 2020 meeting, the Board adopted the following resolution:

065/20 **Recommendation No. 35** *Regional Water Service (370) – 2020 R 2 Budget Proposal*

THAT the following budget proposal be approved and incorporated into the 2020 Budget:

- Budget Proposal 24 – Regional Water Reservoir Feasibility Study Phase 4, \$250,000 funded from Operating Reserves.

At the March 19, 2020 Infrastructure Services Committee meeting the staff report titled Contract Award Raw Water Reservoir Feasibility Study - Phase 4 was presented. At that meeting the following recommendation was made:

Recommendation No. 6 *Contract Award Raw Water Reservoir Feasibility Study - Phase 4*

The Infrastructure Services Committee recommended that the report titled Contract Award Raw Water Reservoir Feasibility Study - Phase 4 be received;

AND THAT the contract for Raw Water Reservoir Feasibility Study - Phase 4 be awarded to Integrated Sustainability Consultants Ltd. in the amount up to \$239,980 (excluding GST);

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

At the March 26, 2020 Board meeting, the following recommendation was adopted:

120/20 THAT Infrastructure Services Committee recommendation No. 6 of March 19, 2020 be received, adopted and acted upon as amended as follows:

Recommendation No. 6 *Contract Award Raw Water Reservoir Feasibility Study - Phase 4*

THAT the report titled Contract Award Raw Water Reservoir Feasibility Study - Phase 4 be received;

AND THAT *prior to awarding* the contract for Raw Water Reservoir Feasibility Study - Phase 4 to Integrated Sustainability Consultants Ltd. in the amount up to \$239,980 (excluding GST), *staff bring forward a report to the next regular Board meeting identifying potential options and financial implications for this project.*

This report provides the requested information.

DISCUSSION:

Current Status - Raw Water Reservoir Project

As presented at the November 21, 2019 Infrastructure Services Committee meeting, the technical analysis and the Multi-Criteria Analysis concluded that Site B is overall the most favourable site to develop a Raw Water Reservoir (RWR) with a targeted volume of at a minimum 1 million m³.

A RWR on Site B would require a new water intake on Chapman Creek and piping infrastructure. Combined with the current infrastructure in place, this would result in very desirable redundancy in the water intake ability from Chapman Creek and the water supply to the Chapman Creek water system in general.

The cost estimates in Phase 3 were conservative in nature due to the lack of information on soil composition and depth of the bedrock. Phase 4 would therefore primarily focus on refining the cost estimates and revenue potential for the development of a reservoir on Site B and would include:

- Initial geotechnical and geophysical field investigation to determine the depth of bedrock and subsurface materials that would be excavated;
- Assessment of economic value of excavated materials;
- Refined design and cost estimates from the determined depth of bedrock, which is a central driver of cost and design;
- Preliminary analysis of hydropower potential, and
- Preliminary GHG emissions assessment.

The results of the Phase 4 project would be presented to the Board for their consideration at a Committee meeting in Q3 or early Q4 2020. The development of a RWR could be completed in 2025 or 2026.

Advancing the RWR-project should be considered in the context of the anticipated water supply deficit and other water supply expansion options.

Only if the Universal Metering Program is fully implemented by 2025, a RWR or new well with comparable volume as the Church Road well field (approximately 0.8 million m³) would meet the anticipated demand for 2025. Without the full implementation of a Universal Metering Program being implemented yet another well or a larger RWR would be required to meet the projected demand for 2025.

Between 2025 and 2035 the Water Supply Deficit is expected to increase by approximately 0.8 million m³. This could be addressed by a RWR, other supply sources or more large wells.

Additional supply sources will be required to meet the water supply demand past 2035.

While considering options for future water supply sources it's relevant to note that based on recently updated hydrogeological information for the area, there may be a limited opportunity for more large production wells beyond what will be explored in 2020. Any new production well may have a similar or higher marginal cost than seen in the Church Road well field project. Sustainability challenges associated with hydrological connectivity to existing wells and creeks may also prove to be an issue.

Options

Following the recommendation as adopted at the March 26, 2020 Board meeting, staff identified the following three options:

Option 1: Award the contract for Phase 4 in 2020 (recommended)

Awarding this contract now would ensure that a more detailed and refined cost estimate of a RWR at Site B which considers the economic value of the excavation materials can be finalized in Q4 2020. High level cost estimates for the development of new production wells that are technically feasible are also expected in Q4 2020. All of these cost estimates and technical feasibility assessments would allow for a comprehensive analysis of the development of new water supply sources to address the 2025 Water Supply Deficit. Such analysis could support the 2021 Budget process.

Even though it is reasonable to expect that the development of one or more production wells could be found to be technically feasible, this still needs to be confirmed by the Groundwater Investigation projects undertaken in 2020.

There would be no financial or operational implications associated with this option as the project is currently included in the 2020-2023 Financial Plan and the Infrastructure Services departmental work plan. Given requisition timelines for the user fees and parcel taxes, there is insufficient time to allow for a reconsideration of the projects currently included in the 2020-2023 Financial Plan and funded by user fees and parcel taxes for the Regional Water Service [370].

As part of this feasibility study, the SCRD would work with the *shíshálh* Nation's mining engineering consultant to determine the economic costs and rate of return associated in the excavation of the site B reservoir site.

This option is recommended by staff as it would allow for a comprehensive comparison of options to address the Water Supply Deficit for 2025 in Q4 2020 and Q1 2021. Delaying this feasibility study to a future time may result in higher additional engineering costs due to escalating consumer price indexes.

Option 2: Defer Portions of Phase 4 until 2021

Deferring Phase 4 until 2021 would not allow for a comprehensive analysis of the development of new water supply sources to address the 2025 Water Supply Deficit at the end of 2020 to guide the decisions on projects to be included in the 2021 budget. Undertaking this project in 2021 would still allow for the development of a RWR to be completed in 2026 or 2027.

It would need to be confirmed that the current partnerships to undertake Phase 4 in 2020 are also interested in doing so in 2021.

This option would require an amendment to the 2020-2023 Financial Plan to increase the Operating Reserves for the Regional Water Service [370] by \$250,000. As part of the 2021 budget process, the Phase 4 project would be brought forward again for the Board's consideration and confirmation of funding source. The required budget to complete Phase 4 may exceed the 2020 budget as construction and engineering costs are increasing on a yearly basis.

The Infrastructure Services departmental work plan can be rearranged to allow for other water infrastructure projects included in the 2020 - 2023 Financial Plan to be initiated earlier in 2020.

If the Board selects this option, the following alternative wording for the last two recommendations is suggested:

AND THAT the contract for Raw Water Reservoir Feasibility Study - Phase 4 not be awarded to Integrated Sustainability Consultants Ltd.;

AND THAT the 2020-2023 Financial Plan be amended accordingly;

AND FURTHER THAT a budget proposal for a Feasibility Study Phase 4 with respect to the development of a Raw Water Reservoir on Site B be brought forward to the 2021 Round 1 Budget.

Option 3: Suspending RWR-project

This option would suspend any work on the development of a RWR until 2022 or 2023 when the Strategic Water Supply Plan for the Chapman Creek Water System is developed to replace the Comprehensive Regional Water Plan (2013). Such a Strategic Water Supply Plan would outline the initiatives to be undertaken to address the Water Supply Deficit for 2035 and beyond.

The suspension of the RWR project would not allow for the development of a RWR to be completed in 2025 or soon thereafter. In order to address the estimated Water Supply Deficit, one or more new production wells would therefore need to be developed. The feasibility and associated costs of doing so will be explored by the Groundwater Investigation Projects undertaken in 2020.

When the RWR project would be reconsidered, it would need to be confirmed that the current partnerships to undertake Phase 4 in 2020 are also interested in doing so at that point in time.

This option would require an amendment to the 2020-2023 Financial Plan to increase the Operation reserves for the Regional Water Service [370] with \$250,000.

The Infrastructure Services departmental work plan can be rearranged to allow for other water infrastructure projects included in the 2020 - 2023 Financial Plan to be initiated earlier in 2020.

If the Board selects this option, the following alternative wording for the last two recommendations is suggested:

AND THAT the contract for Raw Water Reservoir Feasibility Study - Phase 4 not be awarded to Integrated Sustainability Consultants Ltd.;

AND FURTHER THAT the 2020-2023 Financial Plan be amended accordingly.

Financial implications

While awarding the contract would not have any financial implications, not doing so at this point in time would trigger an amendment to the 2020-2023 Financial Plan to increase the Operation reserves for the Regional Water Service [370] with \$250,000.

A review of tendering and contract documents confirmed that there are no outstanding financial obligations from not awarding the RWR Phase 4 contract to Integrated Sustainability Consultants Ltd.

STRATEGIC PLAN AND RELATED POLICIES

With respect to the 2019-2023 Strategic Plan, this project supports Strategy 2.1 to plan and ensure year round water availability now and in the future. Since climate change is straining the water system, the RWR will contribute to the development and implementation of adaption strategies and measure for priority risk areas.

CONCLUSION

At its February 27, 2020 meeting, the Board recommended that the Phase 4 Feasibility Study be approved and incorporated into the 2020 budget. At the March 26, 2020 meeting, the Board requested additional information on the options and financial implications regarding the award of the contract for this project.

As presented at the November 21, 2019 Infrastructure Services Committee meeting, the technical analysis and the Multi-Criteria Analysis concluded that Site B is overall the most favourable site to develop a Raw Water Reservoir (RWR) with a target volume of at least 1 million m³.

Awarding this contract now would ensure that a more detailed and refined cost estimate of a RWR at Site B, which considers the economic value of the excavation materials, can be finalized in Q4 2020. High level cost estimates for the development of new production wells that are technically feasible are also expected in Q4 2020. All of these cost estimates and technical feasibility

assessments would allow for a comprehensive analysis of the development of new water supply sources to address the 2025 Water Supply Deficit. Such analysis could support the 2021 Budget process.

There would be no financial nor operational implications associated with Option 1, as the project is currently included in the 2020-2023 Financial Plan and the Infrastructure Services departmental work plan.

Staff recommend awarding the Raw Water Reservoir Feasibility Study - Phase 4 to Integrated Sustainability Consultants Ltd. in the amount not to exceed \$239,980 (excluding GST).

Reviewed by:			
Manager	X – S. Misiurak	CFO/Finance	
GM		Legislative	
CAO	X – D. McKinley	Other/Purchasing	

B.C. Ferry Authority

OFFICE OF THE CHAIR

British Columbia Ferry Services Inc.
500 – 1321 Blanshard Street
Victoria, BC V8W 0B7
Tel (250) 978-1502
Fax (250) 978-1953

March 23, 2020

Colin Plant, Chair
Capital Regional District
P.O. Box 1000
625 Fisgard Street
Victoria, BC V8W 2S6

Mr. Ian Morrison, Chair
Cowichan Valley Regional District
175 Ingram Street
Duncan, BC V9L 1N8

Ms. Lori Pratt, Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1

Mr. Sav Dhaliwal, Chair
Metro Vancouver Regional District
4330 Kingsway
Burnaby, BC V5H 4G8

Mr. Tony Rainbow, Chair
Squamish Lillooet Regional District
P.O. Box 219
1350 Aster Street
Pemberton, BC V0N 2L0

APPOINTMENTS TO THE B.C. FERRY AUTHORITY BOARD OF DIRECTORS

I am writing on behalf of the B.C. Ferry Authority to advise you that the review of the nominations to the Board of Directors received from the Appointment Areas is now complete.

It is my pleasure to announce that the following nominees have been appointed to the Board of B.C. Ferry Authority, effective April 1, 2020:

- James Wayne Rowe
Southern Mainland Appointment Area
Term ending March 31, 2023
- Marlene Kowalski
Southern Vancouver Island Appointment Area
Term ending March 31, 2023

The B.C. Ferry Authority was privileged to receive nominations of a high standard, and we thank you for the effort that you put into ensuring this was the case for your appointment area. In selecting those nominees to be appointed, the Authority was mindful of the need to ensure that members of the Board, collectively, satisfy the skills and experience profile contained in the Authority's by-laws. The appointments have been made to ensure that this requirement continues to be met.

.../2

We appreciate your assistance with this nomination process and extend to you, your Board, administrators and staff, our sincere thanks for working with us to make our appointment process effective.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sandra Stoddart-Hansen', with a stylized flourish at the end.

Sandra Stoddart-Hansen
Chair, Board of Directors
B.C. Ferry Authority

cc: Jason Barabash, Corporate Secretary
Mark Brown, Chief Administrative Officer, Sunshine Coast Regional District
Lynda Flynn, Chief Administrative Officer, Squamish-Lillooett Regional District
Carol Mason, Chief Administrative Officer, Metro Vancouver Regional District
Brian Carruthers, Chief Administrative Officer, Cowichan Valley Regional District
Robert Lapham, Chief Administrative Officer, Capital Regional District



BY EMAIL ONLY

March 28, 2020

Dear SCRD Directors

The Sechelt & District Chamber of Commerce learned earlier today about your Special Emergency Board Meetings on March 30th and 31st. During the course of today, almost all of our directors have authorized that I forward the following comments to you.

First, appended to this email is a copy of our presentation to you as a delegation on March 12th. We had asked that this be included in the minutes or otherwise made available to you and the public but am unsure if this has yet been done.

During our delegation we advised you that March 31st is NOT a firm deadline for completing the budget process. There are no consequences if you are a few weeks late, particularly during these trying times. Therefore, we submit that efforts to achieve the March 31st deadline are unnecessary – and doing so fails to give you time to carefully consider what is a huge and complex decision given the current realities.

In view of the urgency, The Chamber's directors offer the following thoughts:

1. What is needed now is a wide ranging reassessment of the proposed spending, including considering if the status quo / last year's spending continues to be warranted. Most businesses have had to make very tough decisions including laying off staff and outright closing of their businesses. And many individuals are struggling to pay for their basic needs of food and lodging. The SCRD (and other governments) need to do their part, as well.
2. It is time to be very, very cautious as it seems likely that the economic impact of the COVID-19 crisis will be very deep. For example, you need to contemplate things like taxpayers being unable to pay their taxes, regardless of whether such are higher or lower than last year. Putting it another way, the amount that will be received by the SCRD could well be much lower than expected due to defaults.
3. We recommend that you instruct staff to identify how to reduce the operating spending by at least 5% over the same spending in 2019. We understand this will likely mean cutbacks in services and could include staff layoffs, reductions in compensation and restructuring of duties and responsibilities. The reality is that such tough decisions must be made, given the dire situation.

Sechelt & District Chamber of Commerce

Phone: +1 604 885-0662

PO Box 360, Sechelt, BC V0N 3A0

www.SecheltChamber.bc.ca

exec@SecheltChamber.bc.ca

4. We understand negotiations with the union regarding a new collective bargaining agreement are in process. In the circumstances, we recommend such be suspended for the time being. The potential for fundamental changes in the levels of services warrants such negotiations being paused until more clarity about the future is available.
5. Capital projects need to be scaled back dramatically.
 - a. As we previously advised, the number of projects in the 2020 Capital Plan are overly ambitious. Even in a good economic situation, completing all of these is unrealistic in 2020. Those that cannot be completed this year should be removed from the plan and held for consideration in the future.
 - b. Projects that have been carried forward from the 2019 Capital Plan need to be scrutinized very carefully to identify what can be postponed for a further year or cancelled.
 - c. Clarity about how all proposed projects will be funded needs to be very carefully scrutinized. Hopefully, it will be possible to obtain larger federal / provincial government funding. The SCRD and taxpayers are in no position to take on any risks of project costs and overruns.
 - d. In summary and given our present circumstances, we recommend that all but the most urgent "life safety" projects need to be put on hold.
6. While we support using reserves prudently, we note the dollar amount of reserves is relatively small. As such, it is not possible to rely on this approach to bridge us through the tough challenges our community is facing in the coming months.

During the delegation presentation on the 12th, we asked the question "is this the time to be bold?" in terms of setting high goals for capital projects and spending on operations. Sadly, the impact of COVID-19 in our province and local community makes it clear that it is not the time to be bold in this way. Rather, we recommend that you be bold in a different way – by finding ways to reduce the spending so as to reduce the impact to your taxpayers who are already dealing with so many challenges.

The directors of The Chamber appreciate the burden that the present situation has created and the resulting challenges you are dealing with. We stand ready to assist upon request.

Sincerely



John R Henderson, Chair
Sechelt & District Chamber of Commerce



SECHELT & DISTRICT CHAMBER OF COMMERCE

Presentation to the SCRD - The 2020 Budget -



THE CHAMBER

Sechelt & District

SCRD 2020 BUDGET

Financial Comparisons

	<u>2020</u>	<u>2019</u>	<u>Incr. - \$</u>	<u>Incr. -%</u>
• Operating Expenses (\$)	\$46.2M	\$40.2M	\$ 6.0M	15%
• Capital Spending (\$)	\$26.5M	\$12.6M	\$13.9M	106%
• Capital Projects (#'s)	200	75	125	167%
• Total employees (FTE's)	215*	198	17*	8+%
<i>(FTE's in 1999 = 88, 2010 = 184)</i>				

* Reflects total commitments from hiring additional staff in 2020



THE CHAMBER

Sechelt & District

SCRD 2020 BUDGET CONCERNS

1. Unaffordable, unrealistically ambitious
2. Hiring permanent staff vs. contractors
3. Is now the time to be bold?
4. Capital Plan unrealistic
5. Challenge status quo
6. Impact of decisions on future taxation
7. More work needed to assess that taxpayers are getting value for money



SCRD 2020 BUDGET Recommendations

1. Explain why proposed operating spending and total headcount is good value
2. Revise Capital Projects Plan reducing number in 2020 to an ambitious, achievable level
3. A budget based on an affordable tax increase explaining what would be the impact on service levels, FTEs, delays in undertaking major projects, etc.
4. A comparison of service levels, headcounts and taxation per capita for the SCRD with other Regional Districts
5. Implement an annual Infrastructure Levy
6. Create a Finance Advisory Committee of experts to advise the Board



THE CHAMBER

Sechelt & District

THOUGHT PROVOKING QUESTIONS!

1. how many times during the 2020 budget process were opportunities to reduce spending considered?
2. What work was done to assess where savings from previous years' activities can be realized?
3. How much does the SCRD have in financial reserves? Is this enough?
4. [For Alternates] Are you voting based on your own research?
 - Or are you voting based on what your elected Director has suggested?
5. How have you considered the potential impacts on our community as a result of the various worldwide events of late?



SECHELT & DISTRICT CHAMBER OF COMMERCE

Thanks / Questions?