



SUNSHINE COAST REGIONAL DISTRICT

November 25, 2021

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

PRESENT*:	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	A. Toth
		Town of Gibsons	B. Beamish
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Chief Building Official		A. Whittleton (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	Public		2

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

CALL TO ORDER 2:00 p.m.

AGENDA **It was moved and seconded**

302/21 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes **It was moved and seconded**

303/21 THAT the Regular Board meeting minutes of November 4, 2021 be adopted.

CARRIED

PRESENTATIONS AND DELEGATIONS

John Henderson and Gaetan Royer from the Sechelt & District Chamber of Commerce appeared before and provided a presentation that included the role of the Chamber, as well as recommendations with respect to water supply, workforce attraction, housing supply, taxation, infrastructure needs, and support from other levels of government.

REPORTS

Special Corporate **It was moved and seconded**

304/21 THAT Special Corporate and Administrative Services Committee (Pre-Budget) recommendation Nos. 1-12 of November 1, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *2022 Budget Presentation*

THAT the presentation titled Sunshine Coast Regional District 2022 Pre-Budget Overview be received for information.

Recommendation No. 2 *2022 Budget – Community Check-In Survey*

THAT the presentation and report titled 2022 Budget – Community Check-In Survey be received for information.

Recommendation No. 3 *2022-2026 Financial Plan Outlook*

THAT the report titled 2022-2026 Financial Plan Outlook be received for information.

Recommendation No. 4 *2021 Carry-forward Projects and 2022 Proposed Initiatives*

THAT the report titled 2021 Carry-forward Projects and 2022 Proposed Initiatives be received for information;

AND THAT the funds taxed in 2014 for the purpose of exploring the feasibility of curbside recycling in Electoral Areas B [152] and D [153] in the amount of approximately \$28,000 for each area held in appropriated surplus be returned to the taxpayers in 2022;

AND THAT the feasibility funds for the purpose of exploring the establishment of a regional social services contribution service through Feasibility Studies – Regional [150] be deferred to 2023;

AND FURTHER THAT these recommendations be included in the 2022-2026 Financial Plan.

304/21 cont.

Recommendation No. 5 *Corporate and Administrative Services Projects*

THAT for 2022 Round 1 Budget, staff present budget proposals for the following Corporate and Administrative Services projects:

- [110] – Executive Assistant 1.0 FTE (including an option for a part-time position with implications for each, further information on the position role and providing an option for funding from Electoral Areas only);
- [110] – Information and Privacy Coordinator 1.0 FTE (including an option for a part-time position);
- [110] – Hybrid Meeting Solutions (with potential for using COVID-19 Restart Funds);
- [110] – Meeting Management Solutions;
- [117] – Let's Talk SCRD Annual Subscription;
- [114 and 312] – Electric Vehicle (EV) Charging Stations (Field Road and Mason Road) – Phase 2.

Recommendation No. 6 *Community Services Projects*

THAT the following Community Services' Categorized Mandatory projects be approved and included into the 2022 Round 1 Budget:

- [310] – COVID-19 Expenses – Wages – 1.40 FTE, \$94,212 funded from COVID-19 Restart Funds in Reserves (Regulatory Compliance);
- [310] – COVID-19 Expenses – Material and Supplies, \$12,000 funded from COVID-19 Restart Funds in Reserves (Regulatory Compliance);
- [310] – Security System and CCTV, \$3,250 funded from Reserves (Health and Safety or Environmental Requirement);
- [310 / 312] – Pressure Washer Replacement, \$10,500 funded from Reserves (Imminent Asset Failure);
- [312] – Garage Hoist Replacement, \$131,250, funded through MFA 5-Year Equipment Loan or potential for cost-sharing from BC Transit (Regulatory Compliance);
- [312] – Security System and CCTV, \$3,250 funded from Reserves (Health and Safety or Environmental Requirement);
- [615] – Water Management Plan Implementation, \$26,500 funded through Taxation with a \$17,000 base budget increase starting 2023 (Regulatory Compliance);
- [615] – Health and Safety Requirements, \$105,000 funded through Taxation (Health and Safety or Environmental Requirement);

304/21 cont.

- [615] – Entandem Licensing Fees, \$4,250 funded through Taxation (Regulatory Compliance);
- [625] – Entandem Licensing Fees, \$750 funded through Taxation (Regulatory Compliance);
- [625] – Water Management Plan Implementation, \$1,750 funded through Taxation (Regulatory Compliance);
- [625] – Non-Annual Maintenance – Water Storage Solutions, \$10,000 funded from Reserves (Regulatory Compliance);

AND THAT a loan of up to \$131,250 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 garage hoist replacement;

AND FURTHER THAT for 2022 Round 1 Budget, staff present budget proposals for the following Community Services projects:

- [310] – Transit Superintendent – 1.0 FTE;
- [310] – Driver Orientation and Training;
- [310] – COVID-19 Backfill and Overtime;
- [310 / 312 / 370 / 650] – Mason Road Lease Renewal and Site Plan Implementation;
- [320-342] – Street Lighting – Services;
- [615] – Domestic Hot Water System;
- [615] – Non-Annual Maintenance;
- [615] – Accessibility Lifts;
- [625] – Storage Container;
- [625] – Accessibility Lift;
- [625] – Non-Annual Maintenance – Natatorium Ceiling Painting;
- [650] – Human Resources Lift for Recreation Services – 0.70 FTE;
- [650] – Parks Labourers – 0.62 FTE;
- [650] – Temporary Parks Backfill – 1.00 FTE;
- [650] – Archaeological and Environmental Studies;
- [650] – Katherine Lake and Lions Field Water Service Operations;
- [650] – Disposal of Invasive Species Pilot;
- [650] – Community Led Improvement Project Support.

304/21 cont.

Recommendation No. 7 *Emergency Telephone 9-1-1*

THAT E-Comm 911 (E-Comm Emergency Communications for British Columbia) be invited to a future Committee to provide an update regarding the 9-1-1 dispatch service to the Community.

Recommendation No. 8 *Planning and Development Projects*

THAT the following Planning and Development Categorized Mandatory projects be approved and included into the 2022 Round 1 Budget:

- [220] – Project Support – 911 Towers – 0.20 FTE, \$22,000 funded through Taxation (Imminent Asset Failure);
- [220] – Dispatch Levy, \$10,020 funded through Taxation (Health and Safety / Environmental Requirement);

AND THAT for 2022 Round 1 Budget, staff present budget proposals for the following Planning and Development projects:

- [135] – Green House Gas (GHG) Quantification;
- [135] – Carbon Neutral Design – Recreation Facilities;
- [136] – Community Climate Plan Development 0.33 FTE;
- [210] – Capital Plan Projects – Fire Truck Replacement;
- [210] – Capital Plan Projects – High Priority;
- [210] – Deputy Fire Chief -0.4 FTE;
- [210] – Wildfire Preparedness;
- [212] – Capital Plan Projects;
- [212] – Wildfire Preparedness;
- [216] – Fire Hall #2 Redevelopment Project;
- [216] – Capital Plan Projects;
- [222] – Evacuation Route Planning;
- [222] – Emergency Management Coordinator – 0.60 FTE;
- [504] – Planning Enhancement – 1.0 FTE;
- [520] – Building Clerk - 1.0 FTE.

Recommendation No. 9 *Staffing - Utilities Crew - Proposed*

THAT the Water Rate Structure Review staff report to November 2021 Infrastructure Committee meeting include rationale, job description and scope for the proposed 3.0 FTE water services - utility crew.

304/21 cont.

Recommendation No. 10 *Langdale – Remediation Project – Budget Proposal*

THAT a budget proposal be prepared for 2022 Round 1 Budget for the project [388] – Langdale – Remediation Project (Imminent Asset Failure) to provide more detailed scope information for the two phases of this project as well as other funding options.

Recommendation No. 11 *Infrastructure Services Projects*

THAT the following Infrastructure Services' Categorized Mandatory projects be approved and included into the 2022 Round 1 Budget:

- [350] – Sechelt Landfill Cover Material Base Budget Increase, \$40,000 funded from Tipping Fees (User Fees) (Regulatory Compliance);
- [350] – Regulatory Reporting for Sechelt Landfill, \$89,165 funded through Taxation (Regulatory Compliance);
- [366] – McNeil Lake Dam Safety Improvements – Construction, \$525,000 funded from Reserves (Regulatory Compliance);
- [370] – Re-Chlorination Station Roof Upgrades - Trout Lake, \$100,000 funded from Reserves (Imminent Asset Failure);
- [370] – Valve Stems for Selma 2 Isolation, \$75,000 funded from Reserves (Imminent Asset Failure);
- [370] – Chapman Lake Dam Safety Improvements – Construction, \$783,000 funded from Reserves (Regulatory Compliance);
- [370] – Edwards Lake Dam Safety Improvements – Construction, \$625,000 funded from Reserves (Regulatory Compliance);
- [381] – Greaves Road – Septic Field Repairs, \$5,000 funded from Reserves (Imminent Asset Failure);
- [393] – Lillies Lake – System Repairs and Upgrades, \$35,000 funded from Reserves (Regulatory Compliance);
- [394] – Painted Boat – Flow Meter, \$7,500 funded from Reserves (Regulatory Compliance);

AND THAT that for 2022 Round 1 Budget, staff present budget proposals for the following Infrastructure Services projects:

- [350] – Pender Harbour Transfer Station Site Improvements – Phase I;
- [350] – Sechelt Landfill Closure / Post Closure Funding;
- [350] – Manager, Special Solid Waste Projects - 0.6 FTE;
- [350] – Home Composter Rebate;
- [350] – Islands Clean-up;

- 304/21 cont.
- [350] – Waste Reduction Initiatives Program;
 - [350] – WildSafeBC – Base Budget Increase;
 - [365] – North Pender Harbour Watermain Replacement;
 - [366] – South Pender Harbour Watermain Replacement;
 - [370] – Single Axle Dump Truck Replacement;
 - [370] – Vehicle Purchases;
 - [370] – Budget Increase – Materials and Supplies;
 - [370] – Staffing – Water Sustainability Technician - 0.5 FTE;
 - [365 / 366] – Public Participation Water Supply Plan Development;
 - [365 / 366 / 370] – Utilities Engineering Coordinator - 1.0 FTE;
 - [365 / 366 / 370] – Utility Crew - 3.0 FTE;
 - [365 / 366 / 370] – Overtime Budget;
 - [365 / 366 / 370] – Water Rate Structure Review.

Recommendation No. 12 *Addition to Hybrid Meeting Solutions*

THAT as part of the Proposed Initiative for the [110] General Government - Hybrid Meeting Solutions project Boardroom furniture reconfiguration be added for consideration.

CARRIED

Planning **It was moved and seconded**

305/21 THAT Planning and Community Development Committee recommendation Nos. 1-12 of November 18, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *Delegation Materials from FESBC and HCTF*

THAT the delegation materials from Steve Kozuki, Forest Enhancement Society of BC and Dan Buffett, The Habitat Conservation Trust Foundation regarding regional conservation projects be received for information.

Recommendation No. 2 *Roberts Creek Official Community Plan Amendment Bylaw 641.13, 2021 (1220 Lockyer Road)*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw 641.13, 2021 (1220 Lockyer Road) – Consideration of First Reading be received for information;

305/21 cont.

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw 641.13, 2021* be forwarded to the Board for first reading, to be followed by a Public Information Meeting and referral to agencies.

Recommendation No. 3 *Zoning Amendment Bylaw No. 310.192, 2020 (2284 Pixton Road) Consideration of Amended Second Reading*

THAT the report titled Zoning Amendment Bylaw No. 310.192, 2020 (2284 Pixton Road) Consideration of Amended Second Reading be received for information;

AND THAT the revised *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020* be forwarded to the Board for amended second reading;

AND THAT a second Public Hearing to consider the revised *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020* be scheduled for Tuesday January 11, 2022 to be held in the Boardroom of the SCRD Administration Office at 1975 Field Road and conducted by electronic means via Zoom and live-streamed to the SCRD YouTube channel;

AND FURTHER THAT Director Toth be affirmed as the delegated Chair and Director Tize be affirmed as the delegated Alternate Chair to conduct the second Public Hearing.

Recommendation No. 4 *Community Emergency Preparedness Fund – Application for Evacuation Plan Grants*

THAT the report titled Community Emergency Preparedness Fund – Application for Evacuation Plan Grants be received for information;

AND THAT a grant application for Evacuation Route Planning be submitted on behalf of the Sunshine Coast Regional District.

Recommendation No. 5 *Water Lease Renewal for Keats Landing, Eastbourne and Vaucroft Docks*

THAT the report titled Water Lease Renewal for Keats Landing, Eastbourne and Vaucroft Docks be received for information;

AND THAT the SCRD apply to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for a replacement tenure to the following leases:

- Lease No. 241681 File No. 0187728 for the Keats Landing Dock;
- Lease No. 243437 File No. 0135677 for the Eastbourne Dock;
- Lease No. 243730 File No. 0124896 for the Vaucroft Dock;

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

305/21 cont.

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

Recommendation No. 6 *Assignment of Street Lighting Inventory*

THAT the report titled Assignment of Street Lighting Inventory be received for information;

AND THAT staff bring forward a Budget Proposal to Round 1 of the 2022 Budget to include eighteen additional Street Lights into the Regional Street Light Service [320] and the Fircrest Road Street Light Service [332].

Recommendation No. 7 *Policing and Public Safety Committee Meeting Minutes of October 21, 2021*

THAT the Policing and Public Safety Committee meeting minutes of October 21, 2021 be received for information.

Recommendation No. 8 *Policing and Public Safety Committee and TAC*

THAT thank you letters be sent to the members of Transportation Advisory Committee and Policing and Public Safety Committee advising of the decision to dissolve the committees.

Recommendation No. 9 *Gibsons & District Fire Protection Commission Meeting Minutes of November 4, 2021*

THAT the Gibsons & District Fire Protection Commission meeting minutes of November 4, 2021 be received for information.

Recommendation No. 10 *District of Sechelt COVID-19 Safe Restart Funds Contribution for Sechelt Aquatic Center Temporary Fire Protection System*

THAT the correspondence from Darnelda Siegers, Mayor, District of Sechelt, dated October 29, 2021 regarding COVID-19 Safe Restart Funds Contribution to SCRD for Sechelt Aquatic Center Temporary Fire Protection System be received for information.

Recommendation No. 11 *Correspondence from Nicholas Simons regarding District Lot 1313*

THAT the correspondence from Nicholas Simons, MLA, Powell River – Sunshine Coast, dated November 1, 2021 regarding District Lot 1313 be received for information;

AND THAT the correspondence from Nicholas Simons, MLA, Powell River – Sunshine Coast, dated November 1, 2021 regarding District Lot 1313 be referred to staff;

- 305/21 cont. AND THAT a report be provided to a future Committee regarding more information and preferred options as outlined in the letter:
- a. Sponsored Crown Grant for park (or other);
 - b. Conditional Withdrawal designation (*Land Act*. Section 17) for conservation purposes;

AND FURTHER THAT SCR D staff consult with Town of Gibsons staff concerning DL1313.

Recommendation No. 12 *Correspondence from UBCM Regarding Short-Term Accommodations Industry*

THAT the correspondence from Union of BC Municipalities, dated November 3, 2021 regarding regulation urged for short term accommodations industry be received for information;

AND THAT the SCR D send a letter to Union of BC Municipalities in response to the short term accommodation regulation document, stating that the concerns of the Electoral Areas of the Sunshine Coast Regional District have not been addressed.

CARRIED

Infrastructure **It was moved and seconded**

- 306/21 THAT Infrastructure Services Committee recommendation Nos. 1, 2, 4, 5 and 8-18 of November 18, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *2022 Refuse Collection [355] Fee Review*

THAT the report titled 2022 Refuse Collection [355] Fee Review be received for information;

AND THAT Schedule A of *Sunshine Coast Regional District Waste Collection Bylaw No. 431* be amended to increase waste collection fees by 0% for 2022 and 5% for 2023;

AND THAT the 2022 and 2023 projected operating shortfalls be funded by operating reserves (rate stabilization funds) in the amount of \$8,017 and \$33,536 respectively;

AND FURTHER THAT the 2022-2026 Financial Plan be updated accordingly.

Recommendation No. 2 *Staffing Increase – Utility Crew (3.0 FTE) – Additional Information for Consideration*

THAT the report titled Staffing Increase – Utility Crew (3.0 FTE) – Additional Information for Consideration be received for information.

306/21 cont.

Recommendation No. 4 *South Pender Harbour Water Service Area
2022 Rate Bylaw Amendment*

THAT the report titled South Pender Harbour Water Service Area 2022 Rate Bylaw Amendment be received for information;

AND THAT the Water Rates Bylaw 422, Schedule E be amended to increase the South Pender Harbour Water Service Area User Fees and Metered Usage Fees by 10% and 10% to Parcel Taxes in 2022 for an overall rate increase of 10%;

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

Recommendation No. 5 *North Pender Harbour Water Service Area
2022 Rate Bylaw Amendment*

THAT the report titled North Pender Harbour Water Service Area 2022 Rate Bylaw Amendment be received for information;

AND THAT the Water Rates and Regulations Bylaw 422, Schedule D be amended to increase the North Pender Harbour Water Service Area User Fees and Metered Usage Fees by 13.8% with a 4.4% increase to Parcel Taxes for an overall rate increase of 10.57%;

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

Recommendation No. 8 *Chapman Creek WTP On-Site Hypochlorite
Generation Project - Contract Amendment No. 1*

THAT the report titled Chapman Creek WTP On-Site Hypochlorite Generation Project - Contract Amendment No. 1 be received for information;

AND THAT the project for the Chapman Creek WTP On-Site Hypochlorite Generation - Construction be increased to \$2,144,903 from \$1,644,903 and that the additional \$500,000 be funded from Regional Water capital reserves;

AND THAT the delegated authorities be authorized to execute the Contract Amendment No. 1 with CHB Services Ltd. in the amount of \$500,000 (excluding GST);

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

306/21 cont.

Recommendation No. 9 *Request for Proposal (RFP) 2137013
Groundwater Investigation Round 2 Phase 3 – Langdale Wellfield Well
Development*

THAT the report titled Request for Proposal (RFP) 2137013 Groundwater Investigation Round 2 Phase 3 – Langdale Wellfield Well Development be received for information;

AND THAT the contract for Langdale Wellfield Well Development be awarded to Kalwij Water Dynamics Inc. in the amount of \$650,000;

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

Recommendation No. 10 *Request for Quotation (RFQ) 2137015
Contract Award for Pipes, Valves, Hydrants & Fittings*

THAT the report titled Request for Quotation (RFQ) 2137015 Contract Award for Pipes, Valves, Hydrants & Fittings be received for information;

AND THAT the contract for Pipes, Valves, Hydrants and Fittings be awarded to Iconix Waterworks for a three-year contract, with the option to extend for an additional two one-year periods, for a total upset value of \$768,438 including PST;

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

Recommendation No. 11 *Request for Proposal (RFP) 2135101
Contract Award for Site Operations Services for the Pender Harbour
Transfer Station*

THAT the report titled Request for Proposal (RFP) 2135101 Contract Award for Site Operations Services for the Pender Harbour Transfer Station be received for information;

AND THAT Contract Award for Site Operations Services for the Pender Harbour Transfer Station be awarded to Salish Environmental Group Inc. at a value of \$660,684 (excluding GST);

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

Recommendation No. 12 *Landfill Engineering Consulting Services
Contract - Update*

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

306/21 cont.

AND THAT the contract with XCG Consulting Limited for general landfill engineering services be increased by \$85,000 to \$292,880 (excluding GST);

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

Recommendation No. 13 *Mattress Recycling Program Contract Updates*

THAT the report titled Mattress Recycling Program Contract Updates be received for information;

AND THAT the contract with Canadian Mattress Recycler Inc. for mattress recycling services be extended for an additional one (1) year period;

AND THAT the contract with Canadian Mattress Recycler Inc. be increased by \$118,000 to \$177,105 (not including GST);

AND THAT the contract with Pacific Coast Distributor Inc. be increased by \$78,728 to \$207,000 (not including GST);

AND THAT the 2022 contract amendment for mattresses of \$40,365 be reflected in the 2022-2026 Financial Plan;

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

Recommendation No. 14 *Metal Container, Hauling and Recycling Services – Contract Extension*

THAT the report titled Metal Container, Hauling and Recycling Services – Contract Extension be received for information;

AND THAT the contract with Salish Environmental Group Inc. for metal container, hauling and recycling services be extended for an additional one (1) year period;

AND THAT the contract with Salish Environmental Group Inc. be increased by \$216,920 to \$429,470 (not including GST);

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

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

306/21 cont.

Recommendation No. 15 *Infrastructure Services Department – 2021 Q3 Report*

THAT the report titled Infrastructure Services Department – 2021 Q3 Report be received for information.

Recommendation No. 16 *Transportation Advisory Committee Minutes – October 21, 2021*

THAT the Transportation Advisory Committee meeting minutes of October 21, 2021 be received for information.

Recommendation No. 17 *Water Supply Advisory Committee Minutes – November 8, 2021*

THAT the Water Supply Advisory Committee meeting minutes of November 8, 2021 be received for information;

AND THAT the following recommendation contained therein be acted upon as amended, as follows:

Recommendation No. 1 *Potential Use of Reclaimed Water*

The Water Supply Advisory Committee recommends that staff evaluate the benefits, costs and risks to the SCRD water supply system if a minimum of 2,000 m³ /day of reclaimed water, meeting all applicable quality and regulatory standards, is delivered to lower Chapman Creek below the intake to the Water Treatment Plant for purposes of augmenting the Environmental Flow Needs (EFN).

Recommendation No. 18 *Correspondence Regarding Water Decisions Under the Water Sustainability Act*

THAT the correspondence from Honourable Minister Conroy of the Ministry of Forests, Lands and Natural Resource Operations and Rural Development dated November 2, 2021 regarding water decisions under the *Water Sustainability Act* be received for information.

CARRIED

Infrastructure

It was moved and seconded

307/21

THAT Infrastructure Services Committee recommendation No. 3 of November 18, 2021 be received, adopted and acted upon as follows:

Recommendation No. 3 *Regional Water Service Area 2022 Rate Bylaw Amendment*

THAT the report titled Regional Water Service Area 2022 Rate Bylaw Amendment be received for information;

307/21 cont. AND THAT the Water Rates and Regulations Bylaw 422, Schedule B be amended to increase the Regional Water Service Area User Fees and Metered Usage Fees by 12.5% and Parcel Taxes by 5% for an overall rate increase of 9.63%;

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

Directors Toth and McMahon opposed

CARRIED

Infrastructure **It was moved and seconded**

308/21 THAT Infrastructure Services Committee recommendation Nos. 6-7 of November 18, 2021 be received, adopted and acted upon as follows:

Recommendation No. 6 *Wastewater 2022 User Fee Reviews*

THAT the report titled Wastewater 2022 User Fee Reviews be received for information;

AND THAT the respective wastewater utility rate bylaws be amended to reflect the proposed 2022 User Fee rates for residential properties as follows:

Service	2022
<i>Greaves</i>	<i>\$487.81</i>
<i>Woodcreek</i>	<i>\$658.28</i>
<i>Sunnyside</i>	<i>\$745.23</i>
<i>Lee Bay</i>	<i>\$487.67</i>
<i>Langdale</i>	<i>\$1,126.43</i>
<i>Canoe</i>	<i>\$985.31</i>
<i>Merrill Crescent</i>	<i>\$1,948.25</i>
<i>Roberts Creek</i>	<i>\$865.67</i>
<i>Lily Lake</i>	<i>\$711.89</i>
<i>Painted Boat</i>	<i>\$586.13</i>
<i>Sakinaw Ridge</i>	<i>\$1,323.63</i>

AND THAT that the 2022 User Fee rates for residential properties for the Jolly Roger, Secret Cove, Square Bay and Curran Road wastewater services remain at the 2021 User Fee rates;

AND THAT the respective wastewater utility rate bylaws be amended to reflect the proposed 2023 and 2024 User Fee rates for residential properties as follows:

308/21 cont.

Service	2023	2024
<i>Woodcreek</i>	\$678.03	\$698.37
<i>Sunnyside</i>	\$767.59	\$790.62
<i>Langdale</i>	\$1,160.22	\$1,195.03
<i>Roberts Creek</i>	\$891.64	\$918.39

AND THAT the respective wastewater utility rate bylaw be amended to reflect the proposed 2022 User Fee rates for commercial properties as follows:

Commercial User	2022
<i>Painted Boat Spa</i>	\$1,226.78
<i>Painted Boat Restaurant</i>	\$2,494.46

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

Director Pratt opposed

Recommendation No. 7 *Wastewater 2022 Frontage Fee Reviews*

THAT the report titled Wastewater 2022 Frontage Fee Reviews be received for information;

AND THAT the respective wastewater utility rate bylaws be amended to reflect the proposed 2022 Frontage Fees as follows:

Service	2022
<i>Greaves</i>	\$400.00
<i>Woodcreek</i>	\$400.00
<i>Sunnyside</i>	\$302.00
<i>Lee Bay</i>	\$202.00
<i>Langdale</i>	\$400.00
<i>Canoe</i>	\$424.30
<i>Merrill Crescent</i>	\$400.00
<i>Roberts Creek</i>	\$400.00
<i>Lily Lake</i>	\$204.00
<i>Painted Boat</i>	\$302.00
<i>Sakinaw Ridge</i>	\$845.27

AND THAT that the 2022 Frontage Fees for the Jolly Roger, Secret Cove, Square Bay and Curran Road wastewater services remain at the 2021 Frontage Fee rates;

AND THAT the respective wastewater utility rate bylaws be amended to reflect the proposed 2023 and 2024 Frontage Fees as follows:

308/21 cont.

Service	2023	2024
<i>Langdale</i>	<i>\$408.00</i>	<i>\$416.16</i>
<i>Roberts Creek</i>	<i>\$408.00</i>	<i>\$416.16</i>

AND FURTHER THAT the 2022-2026 Financial Plan be amended accordingly.

Director Pratt opposed

CARRIED

Appointments

It was moved and seconded

309/21

THAT the report titled 2022 Chair Appointments be received for information;

AND THAT the list of Chair appointments be affirmed, as follows:

Corporate & Administrative Services Committee

Chair Darnelda Siegers
Vice Chair Bill Beamish

Community Services Committee

Chair Andreas Tize
Vice Chair Leonard Lee

Infrastructure Services Committee

Chair Donna McMahon
Vice Chair Mark Hiltz

Planning and Development Committee

Chair Alton Toth
Vice Chair Andreas Tize

CARRIED

Notice on Title

It was moved and seconded

310/21

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

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 123, District Lot 3923, Plan BCP15556, PID 026-169-291, Folio 746.06165.450.

CARRIED

CAO Report It was moved and seconded

311/21 THAT the November 25, 2021 Office of the CAO Monthly Report be received for information.

CARRIED

COMMUNICATIONS**Recycling and
Drywall Disposal It was moved and seconded**

312/21 THAT the correspondence from George Heyman, Minister of Environment and Climate Change Strategy, dated November 18, 2021 regarding the SCRD meeting with the Minister at the 2021 UBCM Convention on the collection of residential recycling and disposal of drywall containing asbestos be received for information;

AND THAT a letter be sent back to George Heyman, Minister of Environment and Climate Change Strategy seeking further clarification about private operators being authorized to collect and deliver residential recycling materials to Recycle BC contracted depots, and the affordability of abatement and disposal of drywall containing asbestos.

CARRIED

MOTIONS**APC Resignation It was moved and seconded**

313/21 THAT the resignation of Dieter Greiner from the Halfmoon Bay Advisory Planning Commission (Area B) be received for information.

CARRIED

ICET Appointment It was moved and seconded

314/21 WHEREAS appointments to the Island Coastal Economic Trust (ICET) Board are typically reserved for Regional District Board Chairs;

AND WHEREAS the Sunshine Coast Regional District (SCRD) Board Chair already holds a seat on the ICET Board in her capacity as Mayor representing the District of Sechelt;

AND WHEREAS the SCRD wishes to ensure regional representation for the Sunshine Coast on the Board of ICET;

THEREFORE BE IT RESOLVED THAT a letter be sent to Line Robert, CEO, ICET requesting that SCRD be authorized to appoint Vice Chair, Donna McMahon, as SCRD representative to the ICET Board considering the current Chair for the SCRD already has a seat on the ICET Board in her role as Mayor representing the District of Sechelt.

CARRIED

BYLAWS

Bylaw 310.192 **It was moved and seconded**

315/21 THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.192, 2020* be read a second time as amended.

CARRIED

Bylaw 641.13 **It was moved and seconded**

316/21 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.13, 2021* be read a first time.

CARRIED

Bylaw 717.2 **It was moved and seconded**

317/21 THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.2, 2021* be read a first time.

CARRIED

Bylaw 717.2 **It was moved and seconded**

318/21 THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.2, 2021* be read a second time.

CARRIED

Bylaw 717.2 **It was moved and seconded**

319/21 THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.2, 2021* be read a third time.

CARRIED

Bylaw 717.2 **It was moved and seconded**

320/21 THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.2, 2021* be adopted.

CARRIED

Bylaw 633.1 **It was moved and seconded**

321/21 THAT *Sunshine Coast Regional District Exempt Employment Amendment Bylaw No. 633.1, 2021* be read a first time.

CARRIED

Bylaw 633.1 **It was moved and seconded**
322/21 THAT *Sunshine Coast Regional District Exempt Employment Amendment Bylaw No. 633.1, 2021* be read a second time.

CARRIED

Bylaw 633.1 **It was moved and seconded**
323/21 THAT *Sunshine Coast Regional District Exempt Employment Amendment Bylaw No. 633.1, 2021* be read a third time.

CARRIED

Bylaw 633.1 **It was moved and seconded**
324/21 THAT *Sunshine Coast Regional District Exempt Employment Amendment Bylaw No. 633.1, 2021* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 3:38 p.m.

IN CAMERA It was moved and seconded

325/21 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (g), (k), (m) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “litigation or potential litigation affecting the municipality”, “negotiations and related discussion respecting the proposed provision of a municipal service...”, “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...”.

CARRIED

The Board recessed at 3:38 p.m. and reconvened at 3:45 p.m.

The Board moved out of In Camera at 4:24 p.m.

RELEASE OF ITEMS FROM IN CAMERA

Stormwater
Management

It was moved and seconded

326/21

THAT SCRD staff continue to participate in discussions with the Town of Gibsons, the Ministry of Transportation and Infrastructure, and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding stormwater impacts occurring in areas bordering the Town of Gibsons boundary with Area E – Elphinstone.

CARRIED

ADJOURNMENT

It was moved and seconded

327/21

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:24 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair