



COMMITTEE OF THE WHOLE
Thursday, December 14, 2023
TO BE HELD
IN THE BOARDROOM OF THE
SUNSHINE COAST REGIONAL DISTRICT OFFICES
AT 1975 FIELD ROAD, SECHELT, B.C.

AGENDA

CALL TO ORDER **9:30 a.m.**

AGENDA

1. Adoption of Agenda Pages 1-2

PRESENTATIONS AND DELEGATIONS

2. Feasibility Study Garden Bay Water Treatment Improvement
- (i) Presentation: Walt Bayless, Senior Water Engineer, HDR Inc. Annex A
pp. 3-19
 - (ii) Staff Report: Garden Bay Water Treatment Facility Update Report Annex B
pp. 20-23
Manager Utility Services
Utilities Business Coordinator
(Voting – All Directors)

REPORTS

3. AVICC Call for Resolutions Annex C
pp. 24-35
Executive Coordinator
(Voting - All Directors)
4. Coopers Green Park Community Hall/Building – Procurement for Ongoing Operations Annex D
pp. 36-38
Parks Planning and Community Development Coordinator
(Voting – A, B, D, E, F)
5. BC Timber Sales (BCTS) – Timber Sales Licence TA0521 Annex E
pp. 39-49
Planner II
(Voting - All Directors)
6. Water Supply Advisory Committee (WASAC) Minutes of November 6, 2023 Annex F
pp. 50-51
(Voting – A, B, D, E, F and Sechelt)

- | | |
|--|----------------------|
| 7. Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) Minutes of October 24, 2023
(Voting – All Directors) | Annex G
pp. 52-53 |
| 8. Gibsons and District Fire Protection Commission Minutes of November 27, 2023
(Voting – E, F, Gibsons) | Annex H
pp. 54 |

COMMUNICATIONS

NEW BUSINESS

IN CAMERA

ADJOURNMENT





Garden Bay WTP Upgrade Feasibility Study

Walt Bayless, P.Eng.

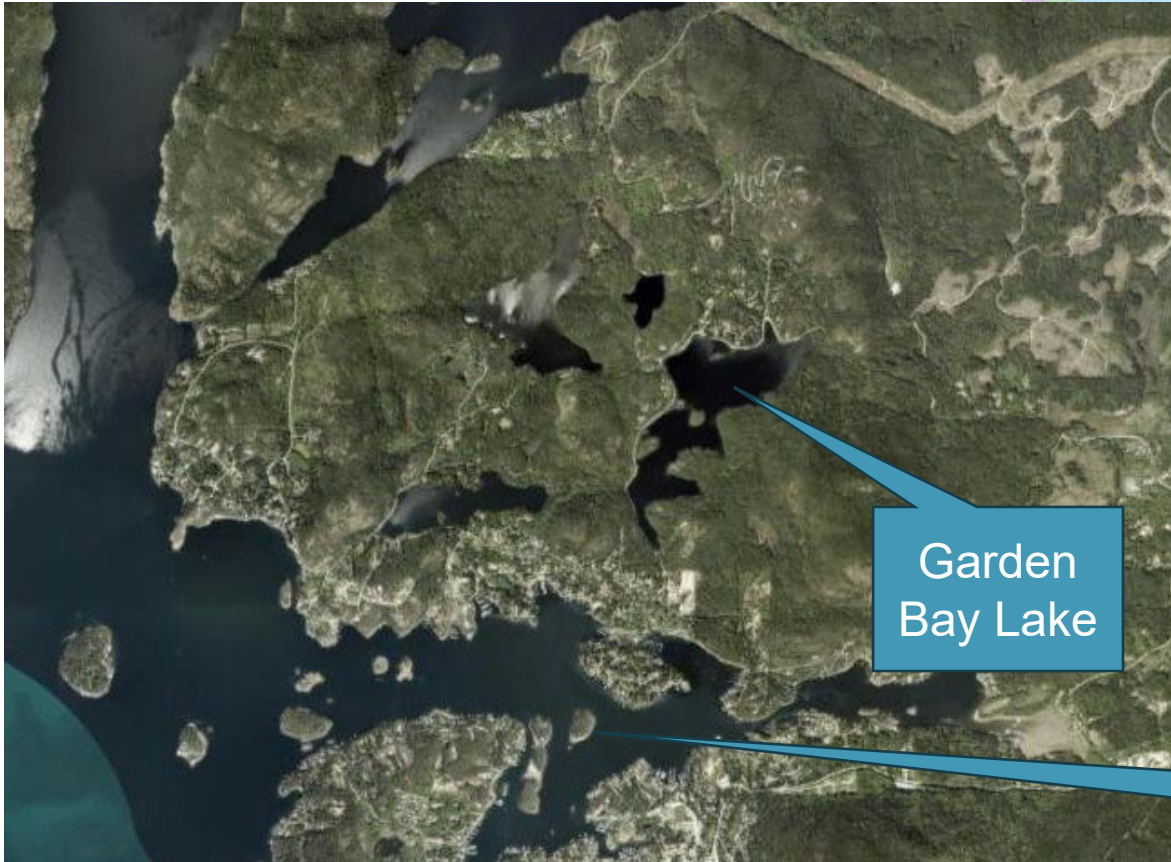
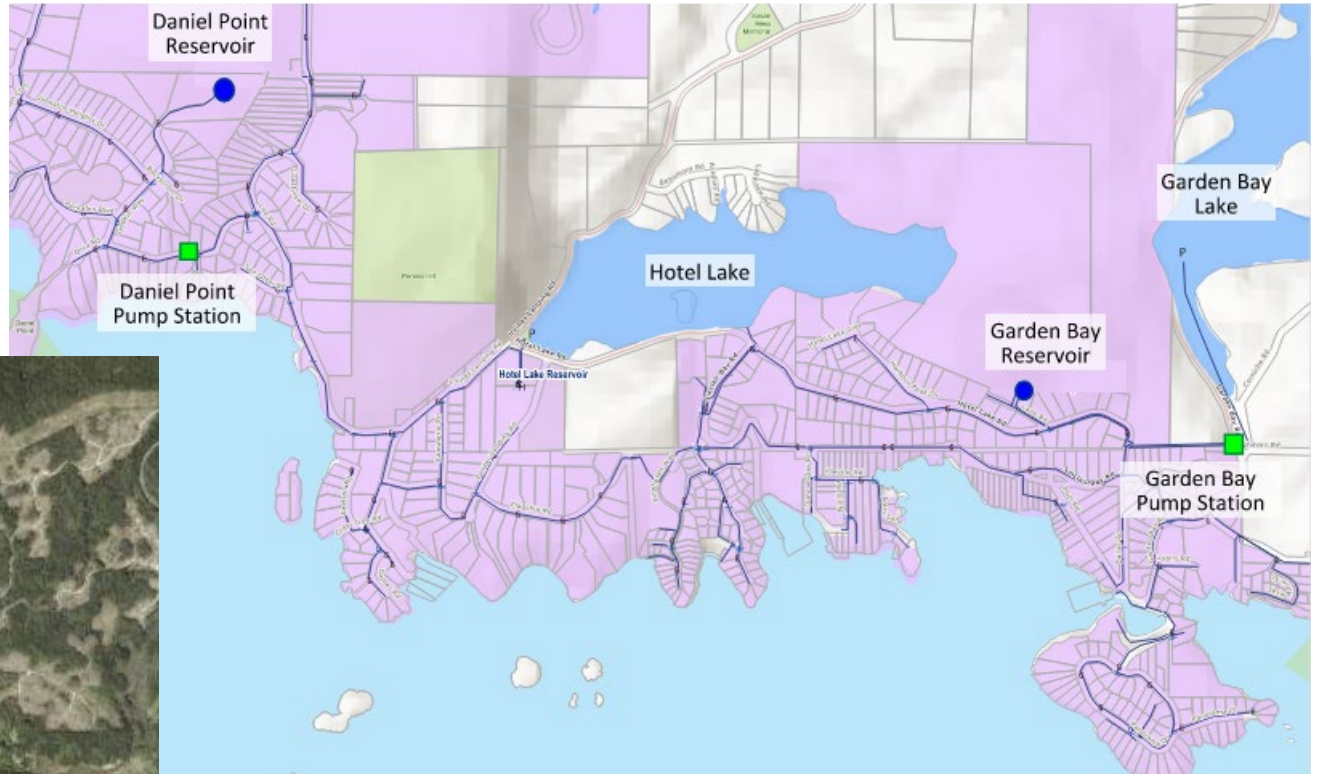


14-Dec-2023

Garden Bay Water System

- Local drinking water is supplied from Garden Bay Lake and treated to comply with the B.C. Microbiological requirements for surface water
- Staff had been noting deterioration in water quality measured in the system and in the source water, specifically turbidity
- Initiated a review of the water quality changes and options to address them
 - Evaluation of existing regulations and permits
 - Review of options to provide upgraded treatment to meet regulations and guidelines for the Garden Bay WTP
 - Estimation of project budget

North Pender Harbour Service Area



Garden Bay Lake

Pender Harbour

Garden Bay WTP Property



Water Quality Challenges

BC Treatment Objectives

- Virus Treatment
- Giardia Treatment
- 2 forms of treatment
- <1 NTU Turbidity
- 0 E.Coli

Health Canada Guidelines

- Elevated Natural Organic Content
- Elevated Colour



Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia

Version 1.2 / First Published November 2012

Ministry of Health

1. Objective

To provide a general overview of microbiological drinking water treatment objectives for surface water supplies in British Columbia.

2. Background and Regulatory Framework

There are three main types of microorganisms (pathogens) that pose risks to human health in drinking water: viruses, bacteria and protozoa. The B.C. [Drinking Water Protection Act](#) (DWPA) (2001) and [Drinking Water Protection Regulation](#) (DWPR) (2003) specify water quality standards, monitoring schedules, applicability and recommended treatment aimed at reducing the risks from these pathogens.

Schedule A of the DWPR specifies bacteriological water quality standards for potable water¹ for the protection of human health. These standards represent partial drinking water treatment goals and are consistent with the [Guidelines for Canadian Drinking Water Quality: Guideline Technical Document – *Escherichia coli*](#) and total coliform (Health Canada, 2012a).

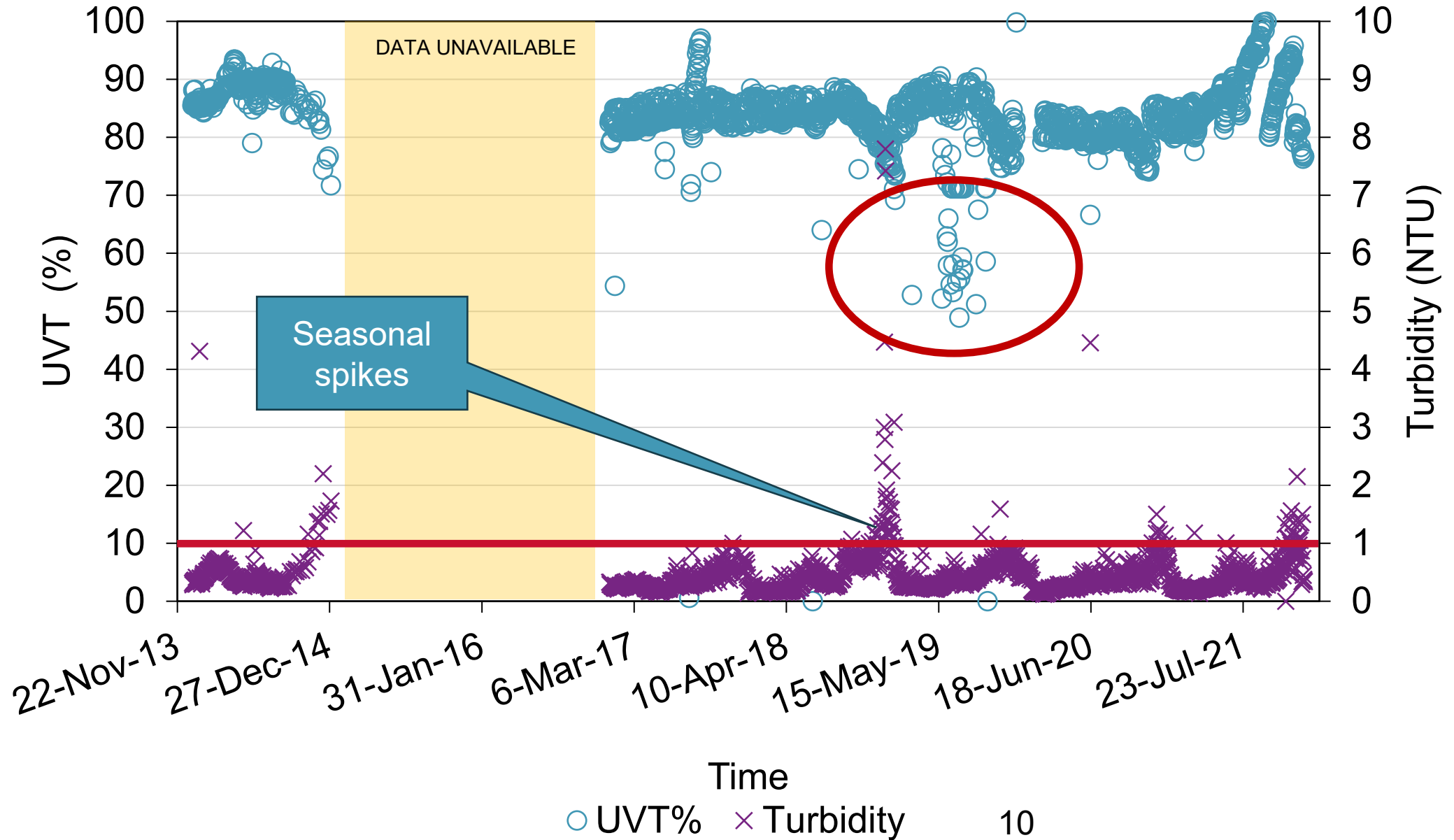
Schedule B of the DWPR outlines the monitoring schedule and its applicability based on population served. Section 5 of the regulation requires that surface water sources must, as a minimum, receive disinfection. Reducing risks from virus and protozoa through disinfection of drinking water are dealt with through the application of best management principles as outlined in this document and detailed in the [Guidelines for Canadian Drinking Water Quality](#) (GCDWQ). As no one type of treatment system is effective in treating all hazards, a multi-barrier approach is usually required to adequately address all risks, which typically includes two or more forms of treatment.

¹ Potable water is defined under the *Drinking Water Protection Act* as water provided by a domestic water system that (a) meets the standards prescribed by regulation, and (b) is safe to drink and fit for domestic purposes without further treatment.

Causes of Water Quality Challenges

- Elevated turbidity linked to natural lake turn-over which suspends turbidity in the water.
- Natural deposition of organic material, such as leaves, causes colour and natural organic material in the lake.
- Turbidity is continuously monitored at the existing facility
- UV Transmissivity is continuously measured as a *surrogate* for colour and organic material
- Most common method to address these issues is water filtration including
 - Chemical pretreatment (sedimentation or flotation)
 - Filters (media or membrane)

Seasonal Turbidity and Organics Variability



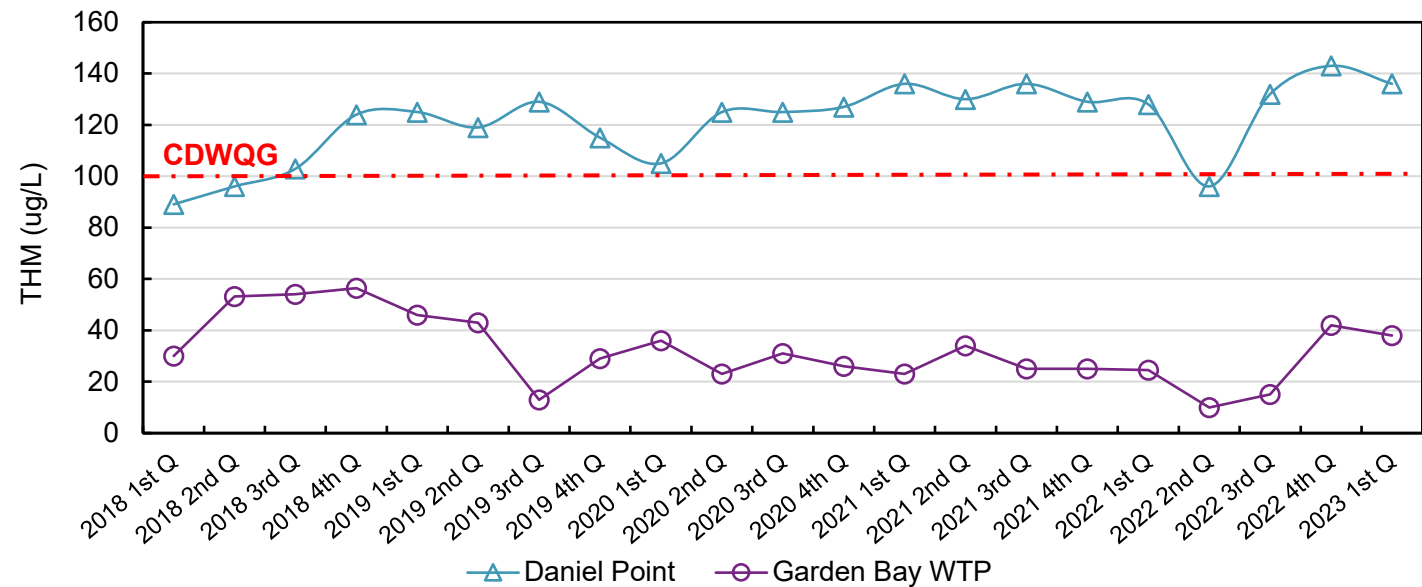
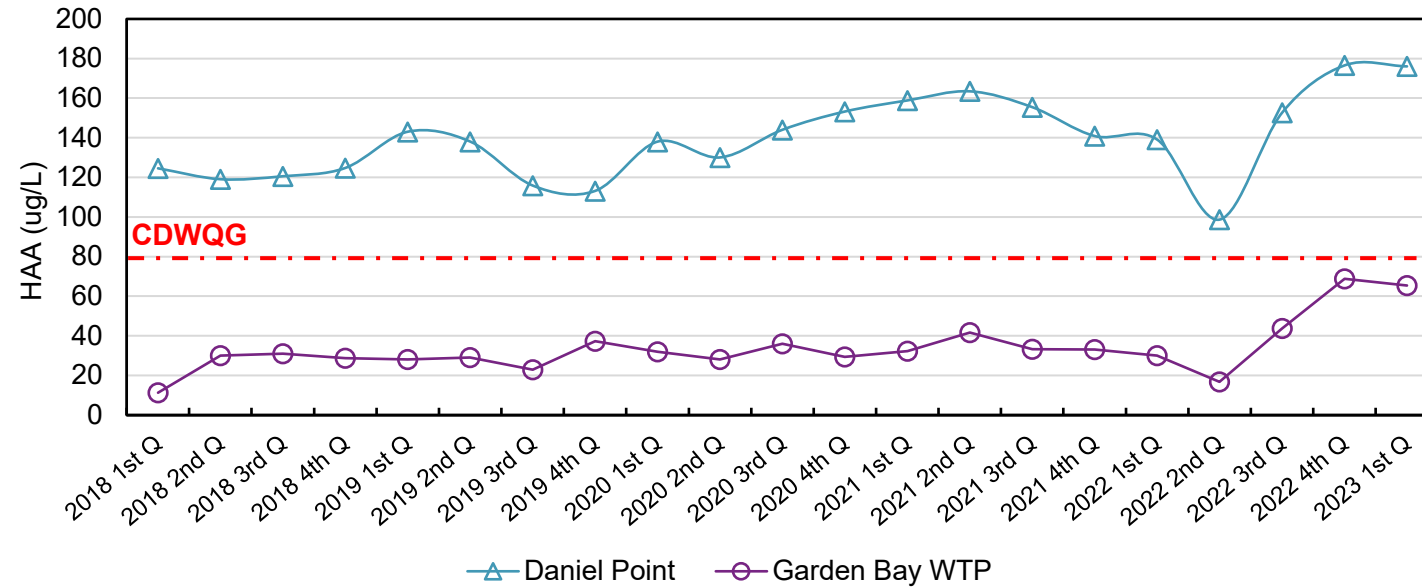
Organic Matter

- Organic matter can react with the chlorine used to provide water that is adequately disinfected.
- Elevated organics can result in the formation of chlorinated compounds which should be minimized in water.
- Health Canada provides guidelines for these compounds, termed disinfection by-products.



Variation in organic 'colour' in Coastal B.C. Water

Disinfection By Products in the Garden Bay Supply





Chapman Creek WTP

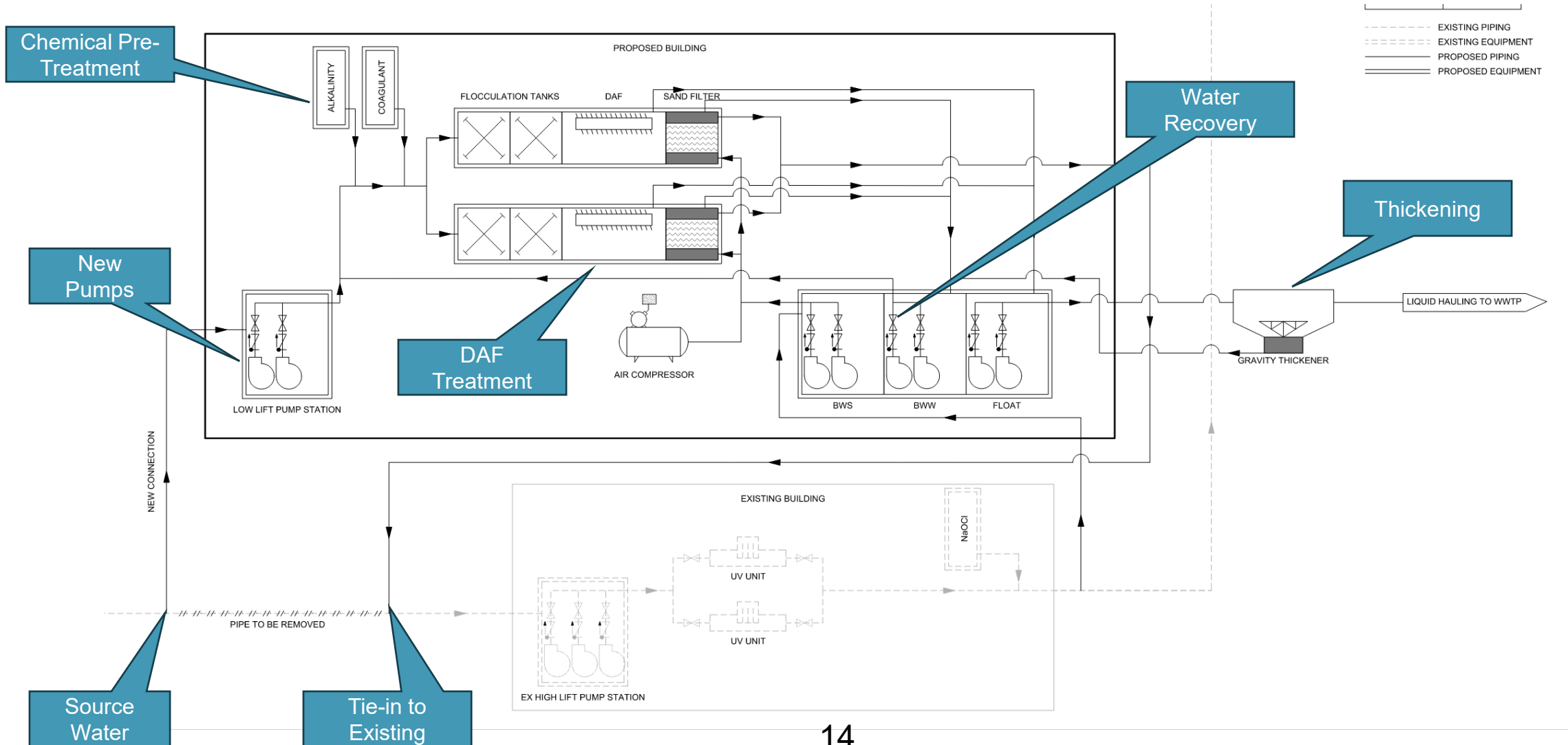


Package DAF Unit

Treatment Options

- To remove turbidity and organic matter filtration is required.
- Most common methods in B.C.
 - Sedimentation/Filtration (Metro Vancouver)
 - Dissolved Air Flotation (SCRD)
 - Membrane (Ladysmith, West Vancouver)
- Recommend Dissolved Air Flotation
 - Highly suited for coloured water
 - Familiarity for SCR D (South Pender Harbour and Chapman Creek)
 - Locally manufactured and supported (Langley)

Overall Treatment



Site Layout



Next Steps – Design Development

- Back-up generator to be purchased in 2024
- Board approved \$200,000 for next phase of work (2023/2024):
 - Preliminary engineering (Surveying, legal right-of-way assessments, archaeological, conceptual design, updated costing)
- Future activities (post 2024):
 - Engineering, building structure construction, pumps, process and treatment equipment along with installation will all need additional funding.
 - This project is a great candidate for grant funding due to water quality issues and should be considered for application to future grants.
 - While in the process of applying and awaiting award of grants engineering of preliminary design, land discussions with MOTi, permit applications and environmental concerns and processes can begin.
 - Any work completed through these advanced funds would become ineligible for grant funding.

Next Steps - Permits

- Land Discussions
 - Existing facilities and proposed facility are located in the MOTi right-of-way and will require engagement with the Province
- Baseline assessments
 - Archaeological overview assessment
 - Environmental site assessment phase 1
 - Geotechnical assessment
 - Development permitting
- Project funding pathway to be determined
- Review project plan with Vancouver Coastal Health

Preliminary Costs

- 2022 cost are estimated around \$9,000,000 capital construction cost
- Includes:
 - \$6M for new WTP
 - \$0.3M for new Generator
 - \$2M contingency allowance
 - \$0.9M design services allowance
 - \$2.0 to \$3.0/m³ for debt servicing (assuming 100% borrowing)
- Estimated Annual Operations Cost
 - \$43,000 for chemicals
 - Typically assume 1 full time labour allowance for budgeting
 - \$1.0 to \$1.5/m³ of treated Water





Questions and Discussion

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – December 14, 2023

AUTHOR: Shane Walkey, Manager, Utility Services
Bobby Rebner, Utilities Business Coordinator

SUBJECT: GARDEN BAY WATER TREATMENT FACILITY UPDATE REPORT

RECOMMENDATION(S)

THAT the report titled Garden Bay Water Treatment Facility Update Report be received for information.

BACKGROUND

The Garden Bay Water Treatment Facility (GBWTF) is a Class 2 treatment facility that receives water from Garden Bay Lake and supplies drinking water to customers within the North Pender Harbour Water Service Area (NPHWSA). The GBWTF was constructed in 1985 and was upgraded with an Ultraviolet (UV) disinfection system in 2010-2012.

Water quality monitoring at the GBWTF over the years has indicated spikes in turbidity levels, notably during temperature changes in the lake and/or during high winds. When turbidity levels spike, the Sunshine Coast Regional District (SCRD) must notify Vancouver Coastal Health (VCH) and it may result in requirements to increase chemical dosage (i.e., chlorine) and/or to institute boil water advisories in the region. The existing treatment system utilizes only chlorination and UV treatment for disinfection.

Garden Bay Lake raw water can exceed colour aesthetic levels, which is indicative of high organic content in the water. In the current design of the facility there is no filtration and to remove organics filtration is required.

In 2022, the SCRD retained HDR Corporation Inc. (HDR) to perform a feasibility study to evaluate the existing water system and provide a conceptual overview of potential improvement options to the treatment system at the GBWTF. This study is now complete and is being summarized and presented by HDR as part of the December 14, 2023 Committee of the Whole meeting.

In Round 1 of the 2023 Budget process, the SCRD Board approved a budget proposal within the NPHWSA to continue with Phase 2 of this project following the completion of the feasibility study. This next phase will involve additional engineering assessment and design work, as well as tasks involving land discussions with the Ministry of Transportation and Infrastructure and First Nations, permitting, surveying, archaeological/environmental assessments, etc.

The following Board resolution supporting this phase was adopted at the February 9, 2023 Regular Board Meeting:

029/23 **Recommendation No. 123** North Pender Harbour Water Service [365]

THAT the report titled 2023 Round 1 Budget Proposal for [365] North Pender Harbour Water Service be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- *Budget Proposal 1 – Garden Bay Treatment Plant Improvements (Preliminary / Pre-Design Work), \$200,000 funded from Operating Reserves.*

The purpose of this report is to provide some summary information, the status and planned next steps involving the upgrading and/or replacement of the Garden Bay treatment system, as well as supplementing the presentation being made by HDR.

DISCUSSION

HDR prepared a review and feasibility assessment of the GBWTF to address the water quality and treatment system concerns and to provide options (and potential barriers) to improve the treatment processes as well as addressing long-term water quality considerations in the region.

HDR noted that there are elevated colour and turbidity events, increasing the risks of Disinfection Byproducts (DBP) formation. A critical consideration is that the post-treatment DBPs, exceed Health Canada's recommended levels for drinking water. DBP's result from the reaction between the chlorine used for disinfection and the naturally occurring organics in the raw water.

VCH has indicated that the issue of increased organics in this supply needs to be addressed as soon as possible. To consistently meet Canadian Drinking Water Quality Guidelines and Canadian Council of Ministers of the Environment Source to Tap Guidelines, and to improve the overall reliability and quality of treated drinking water supply, the GBWTF requires full scale water treatment.

To remove organics and decrease turbidity, HDR has recommended a Dissolved Air Flotation (DAF) clarification treatment system in their report due to its efficiency at removing colour and turbidity and have provided Class D construction cost estimates. Similar systems are already in use at both the Chapman and South Pender Harbour treatment facilities.

Next Steps

Staff will be proceeding with Phase 2 Preliminary / Pre-Design Work of this project in 2024 with \$200,000 approved in budget 2023. As part of this next phase, staff will be retaining additional engineering consulting professionals to work with the SCRCD in preparing preliminary engineering design deliverables as well as evaluating land options, surveying, archaeological, legal, environmental aspects, and consultation with First Nations.

Staff will present a Budget Proposal as part of the 2024 budget process titled, 'North and South Pender Water Piping System Connection Feasibility Study and Design'. This project will review options and considerations applicable to connecting the North and South Pender Harbour water systems. Connection of the two systems may have design impacts on the final water treatment plant size and scope of construction.

Financial Implications

The financial implications of constructing a replacement water treatment plant in Garden Bay (DAF system) are notable, estimated at over \$9M (2022 dollars), as indicated in HDR's report, and will be an important consideration when proceeding with planning and decision making.

Federal and Provincial grant funding will be pursued for the construction phase of this project. Projects such as this one that focus on improving water quality and treatment processes are typically evaluated quite favorably by the Province. Staff are hopeful that a relevant grant program will be available in the coming years that the SCRD can apply for, and possibly receive grant funding to help offset the financial burden on the service area participants. In the absence of Provincial/Federal grant funding support, the SCRD will need to pursue long-term borrowing options supported by an Alternative Approval Process (AAP) or referendum seeking electoral support. If most of the construction costs are funded by a grant or long-term loan, it's likely that augmentation from Capital Reserves for the North Pender Harbour Water Service will be required for grant ineligible project costs.

The operating costs of the new water treatment plant will be higher compared to the current facility, primarily due to increased staffing, electrical and maintenance, and replacement costs.

Timeline for next steps or estimated completion date

Project timelines are still in development; however, it is anticipated that Phase 2, Preliminary / Pre-Design Work will take 12-18 months and be completed in 2025. Phase 3 pending funding will include final design, tendering and construction to be completed in 2026-2027.

Communications Strategy

Public engagement sessions will be conducted during notable milestones and/or critical decision points in the project timeline.

STRATEGIC PLAN AND RELATED POLICIES

This report aligns with the Board's strategic focus area of Water Stewardship and Service Excellence lens as included in the 2023-2027 Strategic Plan.

CONCLUSION

The Garden Bay Water Treatment Facility requires improvements and upgrades to its treatment system to address water quality considerations related to turbidity, color, and organics.

Staff will be proceeding with Phase 2 Preliminary / Pre-Design Work of this project in 2024 with \$200,000 approved in budget 2023. As part of this next phase, Staff will be retaining additional engineering consulting professionals to work with the SCRD in preparing preliminary engineering design deliverables as well as evaluating land options, surveying, archaeological, legal, consultation with First Nations, and environmental aspects of various proposed solutions.

Phase 3, pending funding, will include final design, tendering and construction to be completed in 2026-2027.

Reviewed by:			
Manager		CFO/Finance	X - T. Perreault
GM	X - R. Rosenboom	Legislative	
CAO	X - D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – December 14, 2023

AUTHOR: Christine Armitage, Executive Coordinator

SUBJECT: **2024 CALL FOR RESOLUTIONS TO THE ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES (AVICC)**

RECOMMENDATIONS

THAT the report titled 2024 Call for Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received for information;

AND THAT the Board confirm topics for AVICC resolutions for staff to draft and present to the January 11, 2024, Committee of the Whole meeting.

BACKGROUND

The Association of Vancouver Island and Coastal Communities (AVICC) 2024 Annual Convention is being planned as an in-person event to be held April 12-14 in Victoria. The convention provides members with the opportunity to bring forward issues and concerns from their communities through resolutions and debate.

AVICC is one of five area associations of local governments operating under the umbrella of the Union of BC Municipalities. AVICC represents the interests of the various local governments of Vancouver Island, Sunshine Coast, Powell River, and the Central Coast.

DISCUSSION

The purpose of this report is to confirm topics for SCR D sponsored resolutions to be presented at the 2024 AVICC Annual Convention. AVICC's call for resolutions has been provided in Attachment A.

AVICC members are being asked to submit resolutions by the February 7, 2024, deadline.

AVICC encourages members to focus resolutions on new issues of provincial or AVICC-wide interest. Resolutions endorsed at AVICC will be automatically submitted to the Union of BC Municipalities (UBCM) for consideration at the 2024 Fall Convention.

Once topics have been confirmed, staff will draft resolutions to present for consideration at the January 11, 2024, Committee of the Whole meeting. Resolutions recommended for adoption by the Committee will be presented for final consideration at the January 25, 2024, Regular Board meeting.

AVICC strongly encourages members to submit their resolutions by the deadline so they may be considered. Issues that arise after the deadline of February 7, 2024, may need to be submitted directly to UBCM.

Resolutions must be adopted by the Board no later than the January 25, 2024, Regular Board meeting to meet the submission deadline. For further background context, a historical listing of SCRD sponsored resolutions from 2018 to 2023 has been provided in Attachment B.

STRATEGIC PLAN AND RELATED POLICIES

Submission of resolutions to AVICC is in alignment with SCRD's strategic focus areas for advocacy and working together.

CONCLUSION

Staff recommend the Board confirm topics for AVICC resolutions that will be drafted and brought forward for consideration at the January 11, 2024, Committee of the Whole meeting.

Attachment A – 2024 AVICC Call for Resolutions

Attachment B – Historical SCRD Sponsored AVICC/UBCM Resolutions (2018 to 2023)

Reviewed by:			
Manager		Finance	
GM		Legislative	X – S. Reid
CAO	X– D. McKinley	Other	



2024 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2024 AGM and Convention that, subject to public health order restrictions, will be held in Victoria at the Victoria Conference Centre as an in-person event from April 12-14, 2024.

Members are asked to submit resolutions that meet the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 7, 2024**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send a copy of the resolution as a **word document** by email to info@avicc.ca by the deadline. AVICC staff will confirm receipt of the submission via email. If confirmation is not received within 3 business days, the resolution sponsor should follow up by phone at 236-237-1202. A mailed hard copy of the resolution is no longer required.

AVICC's goal is to have resolutions that can be clearly understood and that have specific actions. If a resolution is endorsed, its "therefore clause" will form the basis for advocacy work with other levels of government and agencies. Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments and must have been endorsed by the Board or Council.
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions, in checking the accuracy of legislative references, and be able to answer questions from AVICC & UBCM about each resolution. If necessary, please contact AVICC staff for assistance in drafting the resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a **single** resolution. Each resolution submitted must have a separate backgrounder; do not combine backgrounders into a single document. The backgrounder may include links to other information sources and reports.
- Sponsors should be prepared to speak to their resolutions at the Convention.
- Resolutions must be relevant to other local governments within AVICC rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must have only **one sentence**.

LATE AND OFF THE FLOOR RESOLUTIONS

- a. A resolution submitted after the regular deadline is treated as a "Late Resolution". Late Resolutions must be received by AVICC by noon on **Wednesday, April 10th, 2024**.
- b. Late Resolutions are not included in the Resolutions Package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.
- c. The Resolutions Committee only recommends Late Resolutions for debate if the topic was not known prior to the regular deadline date, or if it is emergency in nature.
- d. Off the Floor Resolutions are considered after all resolutions in the Resolutions Book and all Late Resolutions have been considered. Off the Floor Resolutions must be submitted in writing to the Chair of the Resolutions Session as soon as practicable, and copies must be made available to all delegates no later than 9:00am on Sunday morning. Contact AVICC staff for more information about how to organize an Off the Floor Resolution for consideration.
- e. The full Convention Rules, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC RESOLUTIONS PROCEDURES

UBCM urges members to submit resolutions to their Area Association for consideration. Resolutions endorsed at the AVICC annual meeting, except those that are considered to be regional in nature by UBCM (see below) are submitted automatically to UBCM for consideration.

A resolution deemed by UBCM to be specific to the AVICC region is considered a Regional Resolution and will not be automatically submitted to UBCM for consideration at the UBCM annual meeting, and instead will remain with AVICC, where it may be actioned.

UBCM has observed that submitting resolutions first to an Area Association results in better quality resolutions overall. Local governments may submit Council- or Board-endorsed resolutions directly to UBCM prior to June 15th, 2024. Detailed instructions are available on the UBCM website.

RESOLUTIONS PROCESS

1. Members submit resolutions to AVICC for debate. All resolutions submitted to AVICC are forwarded to UBCM staff for analysis, comment, and recommendations.
2. For some resolutions, which focus on issues specific to the AVICC region, UBCM will indicate that they are considered a Regional Resolution and that it won't be admitted to UBCM for debate should it be endorsed. AVICC will work with local governments to address issues identified by UBCM staff to ensure the resolution reflects the intention of the local government.

3. The AVICC Resolutions Committee reviews and finalizes the recommendations, and the Resolutions Book is published and sent to members in advance of the annual meeting.
4. AVICC conveys any Regional Resolutions endorsed at their annual meeting to the appropriate level of government, or takes other action as determined by the AVICC Executive.
5. AVICC submits all other resolutions endorsed at its Convention to UBCM.
6. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
7. Resolutions endorsed at the UBCM Convention are submitted by UBCM to the appropriate level of government for response.
8. UBCM will forward the response to the resolution sponsor for review.

AVICC & UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – the *whereas* clause(s) – and an enactment clause. The preamble describes ***the issue*** and the enactment clause outlines ***the action being*** requested of AVICC and/or UBCM. A resolution should answer the following three questions:

- a) **What is the problem?**
- b) **What is causing the problem?**
- c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS" and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Because your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. For resolutions to be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts. Local governments are welcome to submit resolutions that address issues specific to the AVICC region. A resolution that addresses a topic specific to the AVICC region may not be entered for debate during the UBCM Convention but may be actioned by the AVICC Executive if endorsed.

3. Use simple, action-oriented language.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution. Resolutions that are unclear or that address multiple topics may end up with amendments at the Convention.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the *Act* or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the intent of the resolution is fully understood for the purpose of debate and UBCM can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit a single backgrounder relating to multiple resolutions. The backgrounder may include links to other information sources and reports.

Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>> :*

Therefore be it resolved that AVICC & UBCM << *specify here the action(s) that AVICC & UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses* >>.

If absolutely necessary, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that << *specify any additional actions needed to address the problem identified in the whereas clauses* >>.

AVICC/UBCM Resolutions - 2018 to 2023

Resolution Title	BRD Resolution No. & Date	To AVICC (date)	AVICC Decision	To UBCM (date)	UBCM Decision
BC Ferries Medical Priority Loading	062/18/ Feb 8/18	Feb 14/18	R11 Referred to AVICC Executive, as amended		
Re-evaluation of Resolutions by the Province	062/18/ Feb 8/18	Feb 14/18	R13 Resolution Withdrawn		
Watershed Governance Model	062/18/ Feb 8/18	Feb 14/18	Endorsed		B67 Endorsed
Cycling Infrastructure Funding	064/18 Feb 8/18	Feb 14/18	Endorsed		C5 Not admitted for debate – referred to B15 Active Transportation Strategy (North Vancouver District)
Medical Cannabis Production	202/18 June 28/18			June 29/18	B93 Endorsed as amended
Modernization of <i>Local Government Act</i>	204/18 June 28/18			June 29/18	B4 Endorsed
Parking Enforcement in Rural Areas	016/19 rec. No. 10 Jan 31/19	Feb 7/19	Endorsed		B57 Endorsed
Logging in the Urban Interface	016/19 rec. No. 10 Jan 31/19	Feb 7/19	Endorsed		B47 Endorsed

Resolution Title	BRD Resolution No. & Date	To AVICC (date)	AVICC Decision	To UBCM (date)	UBCM Decision
Climate Emergency Declaration	016/19 rec. No. 10 Jan 31/19	Feb 7/19	Endorsed *Gold Star Award for Resolution		C35 Not admitted for debate – referred to B139 Call to Action on Global Climate Emergency sponsored by LMLGA Executive
Intergovernmental Collaboration on Land Use Planning	016/19 rec. No. 10 Jan 31/19	Feb 7/19	Endorsed		C42 referred to SR1 Provincial Consultation with Local Governments Special Resolution sponsored by the UBCM Executive
Alternative Transportation Infrastructure	172/19 rec. No. 4 Jun 13/19			Jun 28/19	B16 Endorsed
BC Ferries Foot Passenger Service	174/19 rec. No. 2 Jun 13/19			Jun 28/19	B119 Endorsed
BC Ferries Service Levels	174/19 rec. No. 2 Jun 13/19			Jun 28/19	B18 Endorsed
Coast Forest Revitalization	172/19 rec. No. 4 Jun 13/19			Jun 28/19	B166 Endorsed
Recreation Sites and Trails	184/19 Jun 27/19			Jun 28/19	B50 Endorsed
Tree Cutting Authority for Regional Districts	172/19 rec. No. 4 Jun 13/19			Jun 28/19	B58 Endorsed

Resolution Title	BRD Resolution No. & Date	To AVICC (date)	AVICC Decision	To UBCM (date)	UBCM Decision
Abandoned Vehicles	026/20 rec. No. 10 Jan 30/20	Cancelled due to COVID-19	Referred to UBCM		EB10 Endorsed
Business Licensing Authority for Regional Districts	015/20 rec. No. 8 Jan 23/20	Cancelled due to COVID-19	Referred to UBCM		EB73 Endorsed
Marine Debris	015/20 rec. No. 8 Jan 23/20	Cancelled due to COVID-19	Referred to UBCM		NR46 Not considered – automatic referral to UBCM Executive – Endorsed by Executive
Medical Cannabis	026/20 rec. No. 10 Jan 30/20	Cancelled due to COVID-19	Referred to UBCM		EB16 Referred to UBCM Executive – Endorsed as Amended by Executive
Secondary Rural Road Maintenance	026/20 rec. No. 10 Jan 30/20	Cancelled due to COVID-19	Referred to UBCM		EB18 Endorsed
Stormwater Management	026/20 rec. No. 10 Jan 30/20	Cancelled due to COVID-19	Referred to UBCM		EB62 Endorsed
Police Based Victim Services	175/20 rec. No. 6 May 14/20			Jun 30/20	EB2 Endorsed
ICI Printed Paper and Packaging Recycling Regulation Amendment	235/20 rec. No. 12 June 11/20			Jun 30/20	EB54 Endorsed

Resolution Title	BRD Resolution No. & Date	To AVICC (date)	AVICC Decision	To UBCM (date)	UBCM Decision
Cumulative Effects of Land Use Decisions	245/20 rec. No. 4 June 25/20			Jun 30/20	EB61 Endorsed
NOTE: No resolutions submitted in 2021	N/A				
Stormwater Management	026/22 Jan 27/22	Jan 28/22	Referred to UBCM		EB63 Endorsed as Amended
Enforcement Tools for Short-Term Rentals	026/22 Jan 27/22	Jan 28/22	Referred to UBCM		NR11 Endorsed
Accessing Vehicular GHG Emissions Data	173/22 rec. No. 6 Jun 23/22			Jun 30/22	EB57 Endorsed as Amended
Hybrid UBCM Conferences	173/22 rec. No. 6 Jun 23/22			Jun 30/22	NEB3 Not Endorsed
Shift to Non-Fuel-Based User-Pay Taxation Mechanisms to Fund Road Infrastructure in Rural Areas of BC	173/22 rec. No. 6 Jun 23/22			Jun 30/22	NR54 Not Endorsed
Standardize Health and Safety Rules/Regulations to Facilitate Year-Round Housing in RVs	173/22 rec. No. 6 Jun 23/22			Jun 30/22	NR22 Endorsed as Amended
Modernization of the Local Government Act	116/23 No. 3 Jan 26/23	Feb 7/23	Endorsed – to be referred to UBCM		EB66 Endorsed
BC Transit Service Delivery Model Flexibility	186/23 June 22/23			June 30/23	NR76 No Recommendation
Funding Formulas to RDs for Canada Community-Building Fund – Community Works Fund and Community Growth Fund	186/23 June 22/23			June 30/23	NR52 No Recommendation

Resolution Title	BRD Resolution No. & Date	To AVICC (date)	AVICC Decision	To UBCM (date)	UBCM Decision
ICI Packaging and Paper Products Recycling Regulation	186/23 June 22/23			June 30/23	RR20 Refer to Similar Recommendation
BC Transit Expansion Funding	135/23 May 25, 23			June 30/23	EB60 Endorsed

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – December 14, 2023

AUTHOR: Sam Adams, Parks Planning and Community Development Coordinator

SUBJECT: COOPERS GREEN PARK COMMUNITY HALL/BUILDING – PROCUREMENT FOR ONGOING OPERATIONS

RECOMMENDATION(S)

- (1) **THAT the report titled Coopers Green Park Community Hall/Building – Procurement for Ongoing Operations be received for information;**
 - (2) **AND THAT a procurement process for the operations of the building at Coopers Green Park that includes the following parameters be initiated as follows:**
 - a. **Proposals conform to any of the permitted uses, as per the zoning, and**
 - b. **Proponents are responsible for all operating expenses including minor repairs and maintenance, and**
 - c. **Proponents accept the building in its current condition and be responsible for all capital renewals and major repairs;**
 - (3) **AND FURTHER THAT staff report to the Board with the results and options from the public procurement process.**
-

BACKGROUND

Coopers Green Park is a waterfront destination in Halfmoon Bay (HMB) which connects people with nature, community, and healthy lifestyles. Currently Coopers Green Park has local and regional significance as a community gathering place and destination. The park and hall have been owned and managed by the Sunshine Coast Regional District (SCRD) since 1985. In addition to the hall there is a boat launch, scuba diving site, and a host of outdoor recreation opportunities all anchored by the park's extraordinary natural beauty. This waterfront park is located within the traditional territories of the shíshálh Nation.

On March 23, 2023, the SCRD Board resolved to build the new community hall at Connor Park, rather than Coopers Green Park, due to a host of technical and financial challenges that surfaced during the planning process. As a separate motion, the Board also approved a future project budget for park enhancements at Coopers Green Park.

At the March 23, 2023, regular meeting of the Sunshine Coast Regional District (SCRD) Board the following resolution was adopted:

058/23 **Option to Maintain Existing Hall at Coopers Green Park**

THAT staff bring back a report exploring options to maintain the existing hall at Coopers Green Park and look at potential partnerships in association with that.

The purpose of this report is to outline the considerations that would inform a public procurement process for the continued operations of the hall/building.

DISCUSSION

Analysis

The Coopers Green hall building was built in 1984 with several additions added in the 1990's. It's approximately 123 m2 (1,320 ft2) in floor area, single story, and has a maximum capacity of 83 people. It consists of a large main gathering space with an adjacent kitchen, two washrooms, and a utility room.

To action the Board resolution (Option to Maintain Existing Hall at Coopers Green Park), staff are recommending that a public procurement process be initiated, seeking proposals for the operations of the hall/building at Coopers Green Park. This process would ensure an open, transparent process.

Staff are assuming (and would recommend) that the SCR D maintain ownership of the building. The procurement process would contemplate a lease agreement with a third party. This would be consistent with other lease agreements that the SCR D maintains.

Prior to initiating this process, staff are requesting that the Board provide direction on the following considerations:

1. Permitted Use of the Building

Lot C, upon which the hall sits, is zoned Parks and Assembly 2 (PA 2) in Bylaw 722 and is designated Community Recreation and Conservation in the Halfmoon Bay Official Community Plan. The permitted principal uses for buildings/lands under this zoning are: assembly, park, camp assembly, outdoor recreation, education facility, community care facility, childcare facility, and off-street parking.

Options:

- 1.a. Proposals conform to any of the permitted uses. (Staff recommended option)
- 1.b. The Board provides guidelines with further limitations on the permitted uses.

2. Responsibility for Building Operating Expenses

Currently the SCR D maintains responsibility for the expenses related to operating the building. Operating expenses are estimated at \$35,000-\$45,000 per year and include utilities, contracted caretaker, internal resources for regular inspections and preventative maintenance tasks, and facility booking coordination. Between October 2022 and September 2023, the hall had 113 bookings, approximately 345 hours of usage, with revenues of approximately \$3,500.

Options:

- 2.a. Proponents are responsible for all operating expenses including minor repairs and maintenance. (Staff recommended option)
- 2.b. The Board to provide guidelines on what operating expenses the SCR D will retain.

3. Responsibility of Capital Renewal/Major Repairs

There have been no capital improvements to the building since ~2014. The building's physical condition was last assessed in May 2017. The assessment was visual, non-invasive, and

nonstructural. At that time notable priority items identified for replacement included the roof, exterior wood siding, electrical panel, and exterior doors at an estimated cost of \$144,000* (2023 \$ values). Over the following ten years, an additional \$100,000* in capital repairs are anticipated to be required.

*Note: These capital planning estimates are provided as orders of magnitude for the purposes of long-term planning for funding, but additional assessments are recommended.

The building is legally non-conforming (in place before the Bylaws were in effect) and sits within DPA 1A Coastal Flooding and partially within the 15m Ocean Setback.

The occupancy classification of the building is “Group A, Division 2 Assembly” under the building code and therefore any major capital repairs would require the involvement of registered professionals for any scope of work requiring a building permit. Therefore, the full extent of potential building works beyond cosmetic repairs can only be determined once a proposal has been vetted through the relevant registered professionals and SCRDR permitting process.

Options:

3.a. Proponents accept the building in its current condition and be responsible for all capital renewals and major repairs. (Staff recommended option)

3.b. The Board to provide guidelines on what capital expenses the SCRDR will retain.

Financial Implications

At this point in the process, there are no financial implications to the SCRDR.

Timeline for next steps

Staff will initiate the procurement process following Board approval and return with a Report once the public procurement process has been completed. It is likely the procurement process will not begin until January 2024, and a report back to the Board is anticipated sometime in Q2 2024.

STRATEGIC PLAN AND RELATED POLICIES

An open and clear approach to soliciting proposals to manage the hall supports the SCRDR Value of Transparency.

CONCLUSION

Coopers Green is a historic and cherished community place of gathering. Staff recommend a public procurement process to explore opportunities to maintain the existing building structure within the park.

Reviewed by:			
Manager	X - J. Jackson X - J. Huntington X - B. Kennett	Finance	X- T. Perreault
GM	X - S. Gagnon	Legislative	
CAO	X - D. McKinley	Other	X - V. Cropp X - K. Doyle

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – December 14, 2023

AUTHOR: Alana Wittman, Planner II

SUBJECT: BC TIMBER SALES (BCTS) – TIMBER SALES LICENCE TA0521

RECOMMENDATIONS

(1) THAT the report titled BC Timber Sales (BCTS) – Timber Sales Licence TA0521 be received for information.

BACKGROUND

On March 23, 2023, a notice of motion was brought forward regarding BC Timber Sales Licence TA0521 located within Area D (Roberts Creek).

Notice of Motion **Notice was given for the following motion:**

BC Timber Sales Proposed Sale of TA0521 (Director Backs)

THAT the Board of the Sunshine Coast Regional District (SCRD) send a letter to BC Timber Sales (BCTS) and the BC Ministry of Forests asking to remove the four proposed cut blocks referred to as TA0521 on Mount Elphinstone from the BCTS Operating Plan until concerns over potential impacts of logging on downstream properties and water users and infrastructure have been addressed and the Timber Supply Review and Phase 3 of the Mt. Elphinstone South Watershed Assessment are completed;

AND THAT the SCRCD requests BCTS to undertake hydrogeological studies to evaluate potential impacts of logging these TA0521 blocks on downstream properties, well and surface water users and infrastructure;

AND THAT the SCRCD submits a formal request to the provincial government to legally designate TA0521 blocks on Mount Elphinstone as legal, spatial Old Growth Management Area (OGMA) for recruitment purposes - as per the recommendations of the BC Old Growth Technical Advisory Panel;

AND FURTHER THAT the letter and request, along with supporting maps, be sent to the following parties with a request for a written response:

- Pierre Aubin, Practices Forester, BC Timber Sales (BCTS);
- Derek Lefler, District Manager Sunshine Coast Natural Resource District, Ministry of Forests Nicholas Simons, MLA Powell River Sunshine Coast;
- Honourable Bruce Ralston, BC Minister of Forests; and
- Honourable Nathan Cullen, BC Minister of Lands, Waters and Resource Stewardship.

On April 6, 2023, Resolution 078/23 carried regarding the notice of motion.

BC Timber Sales **It was moved and seconded**

078/23 THAT the *motion be held in abeyance until the SCR D receives a referral from BC Timber Sales (BCTS) regarding the scheduled harvesting of the proposed cut blocks TA0521 on Mount Elphinstone in the BCTS Operating Plan.*

On October 19, 2023, the Electoral Area Services Committee received a staff report on the 2023-2027 BCTS Operating Plan. The report included a summary of potential impacts to SCR D service areas should the 2023-2027 Operating Plan be implemented.

SCR D is in receipt of the Mount Elphinstone Watershed Assessment (Phase 1, 2 and 3) and Roberts Creek and Stephens Creek Watershed Assessment (Phase 1 and 2). Timber Sales Licence TA0521 is addressed in the Mount Elphinstone South Phase 3 report.

Staff prioritized response to the 2023-2027 Operating Plan referral review before completing a review of the Mount Elphinstone South Phase 3 Report to meet the referral deadline. These comments, in response to the resolution above, are intended to be a follow up to the 2023-2027 Operating Plan referral comments.

The purpose of this staff report is to address Board resolution (078/23) and provide information on Timber Sales Licence TA0521.

DISCUSSION

The BCTS Mount Elphinstone South Phase 3 report dated June 20, 2023, is a focused review of Timber Sale Licence TA0521, blocks G043B4P2 and G043B4P8 in Electoral Area D (Roberts Creek). The report includes a summary of the preliminary and amended harvest plans and associated road development for blocks G043B4P2 and G043B4P8 located within the watershed catchments of Clough Creek, Joe Smith Creek, Molyneux Creek, Slater Creek, Leek Creek, and Higgs Brook (see Figure 1 and 2).

The harvesting plans for the blocks were amended based on the consultant recommendations outlined in the Phase 1 and 2 Mount Elphinstone South reports (all recommendations accepted) and feedback from consultation with First Nations, stakeholders, and the community. The amendments include a reduction in the total planned harvest area of the blocks in 2024:

G043B4P2	<p>Preliminary harvest area of 12.8 hectares, made up of four openings connected by a new forest service road. The harvest area is within the Clough Creek, Joe Smith Creek, and Molyneux Creek watersheds.</p> <p>Amended harvest area was reduced to 3.8 hectares, made up of one opening accessed by the existing forest service road. The amended harvest area is within the Joe Smith Creek and Molyneux Creek watersheds.</p>
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<p>G043B4P8</p>	<p>Preliminary harvest area of 10 hectares. The harvest area is within the Higgs Brook, Leek Creek, and Slater Creek watersheds.</p> <p>Amended harvest area was reduced to 9.2 hectares. The amended harvest area is within the Higgs Brook, Leek Creek, and Slater Creek watersheds.</p>
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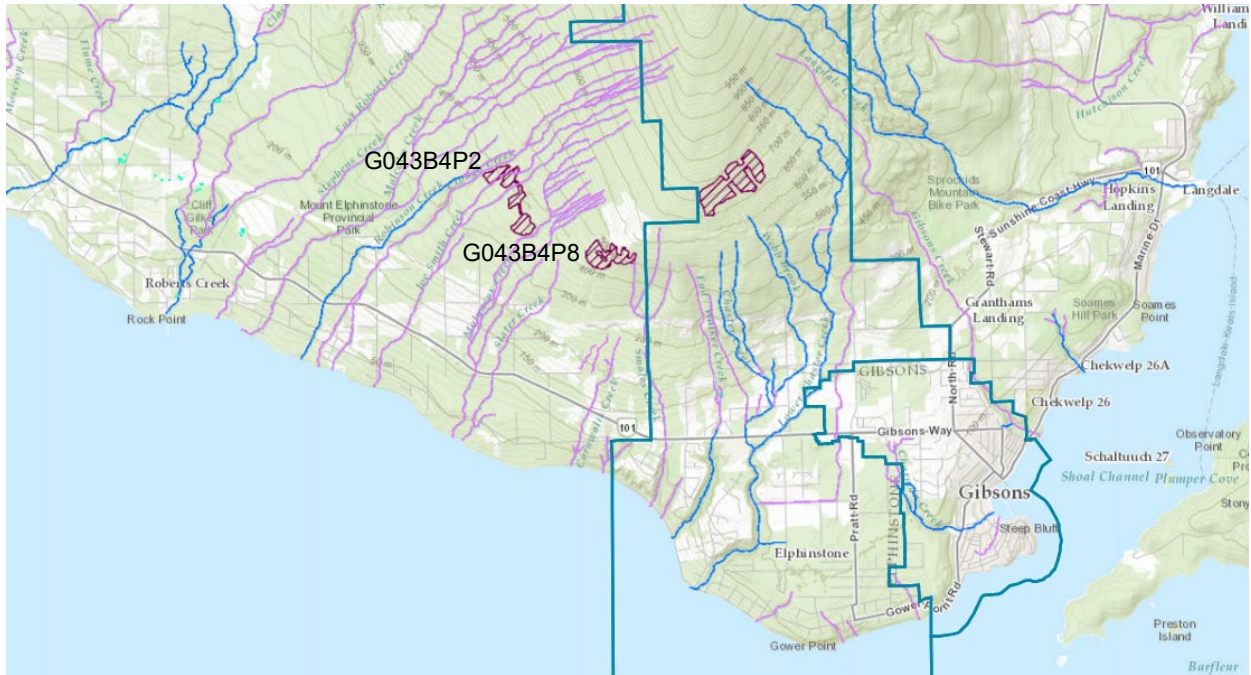


Figure 1: Context Map. The block shapes present are those of the preliminary harvest plan.

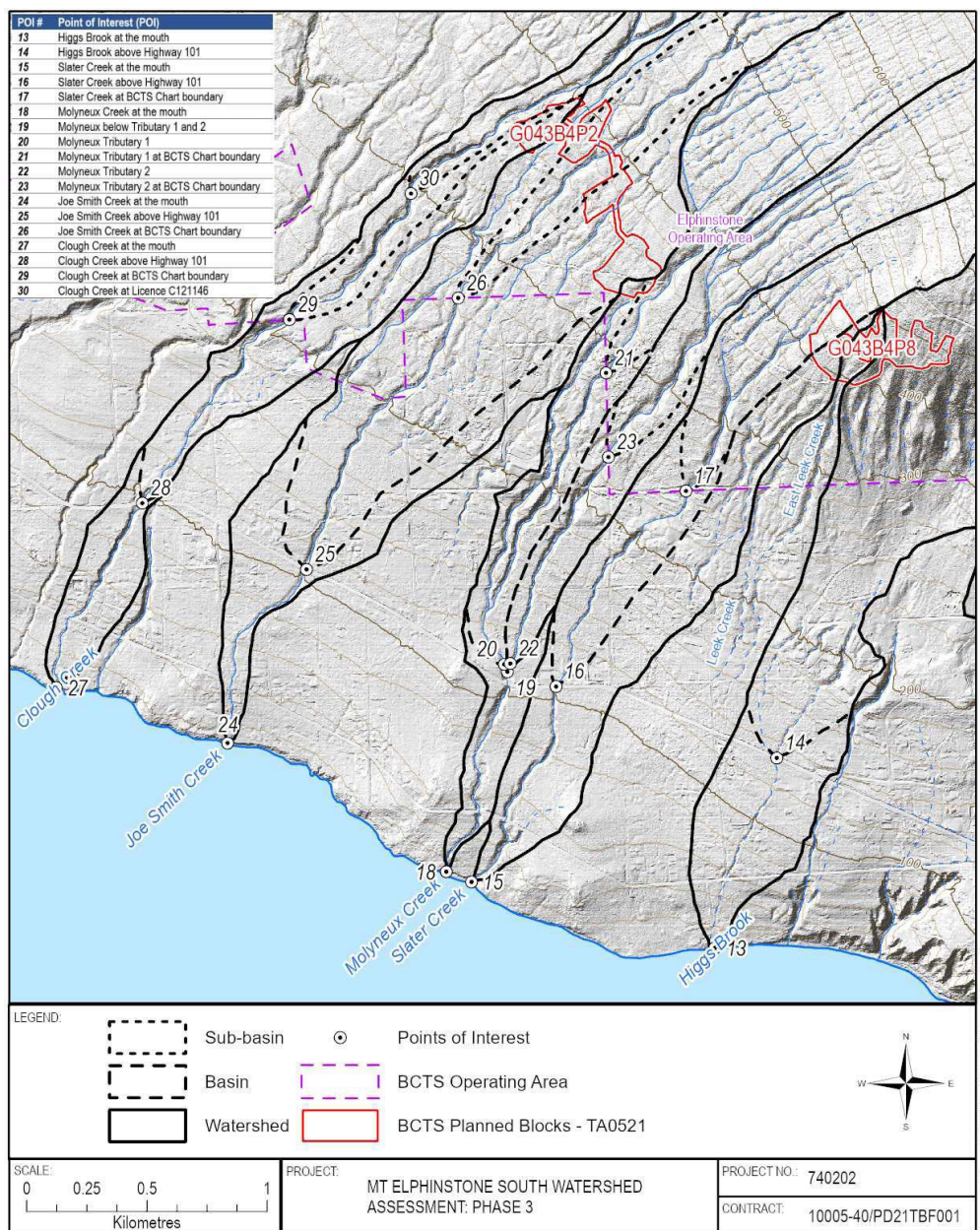


Figure 2: The assessment watersheds and locations of blocks G03B4P2 and G03B4P8 of TSL TA0521. The block shapes present are those of the preliminary harvest plan. Source: BCTS Mount Elphinstone South Phase 3 Review of TSL TA051 Blocks G043B4P2 and G043B4P8 (June 2023).

Analysis

SCRD staff conducted a technical review focused on areas where SCRD services could be impacted by the cutting of blocks G03B4P2 and G03B4P8 of TSL TA0521, such as water supply, parks, trails, and Official Community Plan policies.

SCRD services and assets appear to be not directly affected by the proposed cut blocks. This said, the SCRD is concerned about the cumulative impacts of resource activity, including deforesting, that is proposed around Mount Elphinstone which contains many headwaters and creeks.

Resource extraction on steep slopes, in headwaters areas and above developed communities adds to the existing identified risk of slope instability, flooding, debris flows and ravine instability which can impact services and assets downstream, both public and private. This risk increases again when it is coupled with the new normal of summer drought conditions drying out soils and vegetation, increased frequency of winter storms and increased intensity of rain events. SCRD provided comments about these risks on Mt Elphinstone in the 2020-2025 and again in the 2023-2027 BCTS Operating Plan referral responses.

SCRD Water Services

- The SCRD does not hold water licences (surface or groundwater) in the subject watersheds.
- Note – several private water licences and wells are located in the subject watersheds and could experience adverse impacts from logging upstream. Many of these properties are outside of the SCRD Regional Water Service Area and therefore do not have access to other sources of water.

SCRD Parks and Trails

- No SCRD parks are located within the subject watersheds.
- Note – several community-maintained hiking and mountain biking trails are located in close proximity to the blocks. User access and enjoyment of these community-maintained assets will be impacted by the harvesting of the blocks.

Roberts Creek Official Community Plan (OCP) Objectives and Policies

The Roberts Creek OCP applies land use designations to Provincially owned land as a proactive tool; however, SCRD recognizes that there is no local authority over this land. Nonetheless, the OCP articulates the community's vision for these areas.

Section 19 - OCP Land Use: Resource

Relevant Objectives:

- 19A - To keep as much forest as possible in the watershed area and uplands of the OCP area and beyond for the provision of:
 - a) environmental services such as: a steady quality and quantity of water, carbon sequestering (GHG) benefits, erosion control, flood mitigation and wildlife sanctuaries;
 - b) economic benefits in a sustainable working forest and viable recreational areas, and;
 - c) social, cultural, spiritual, and generational resilience.
- 19B - To ensure the protection and maintenance of the biological diversity and sustainability of the forest.
- 19D - To encourage the effective involvement of the local community in Forest Management planning by way of meaningful consultation and cooperation with the Province, First Nations and forestry companies in forest lands stewardship.

Section 13 – Water Service Area and Watersheds

Relevant Objectives:

- 13A - To protect watershed areas and the quality of water.

- 13D - To protect surface and groundwater which are necessary for ecosystem health, independent supply to individual lots and Regional District community water systems.
- 13F -To avoid the creation of new flooding hazards or the aggravating of existing flood hazards that could result from changes to storm water drainage patterns.

Relevant Policies:

- 13.7 - The use of private and Crown lands should be conducted in a matter that does not jeopardize existing and future domestic public and private water quality, flow and supply.
- 13.8 - Deforestation is a significant concern and any forestry activity should take into account possible impacts on water quality and supply.

Section 14 – Stormwater Management and Drainage Plans

Relevant Objectives:

- 14A - To maintain the existing natural watersheds' flow characteristics to the greatest extent possible by taking into account the cumulative impacts of each development on watersheds.

Organization and Intergovernmental Implications

The SCR D and BCTS signed a communication protocol on June 2, 2014, to ensure BCTS provides timely information about its Operational Plans and the SCR D can provide comments back. The SCR D provided feedback on the current Operational Plan (2023-2027) in October 2023. The SCR D does not typically provide feedback to BCTS on specific watershed assessments and/or specific cut blocks. This report is considered a follow up to the 2023-2027 Operations Plan review.

Communications Strategy

BCTS is responsible for communication and consultation related to their watershed assessment reports and Operating Plans.

STRATEGIC PLAN AND RELATED POLICIES

2019-2023 Strategic plan: climate resilience, advocacy, asset stewardship, engagement and communications and regional collaboration.

CONCLUSION

The purpose of this staff report is to provide information on BC Timber Sales Licence TA0521, blocks G043B4P2 and G043B4P8 in Electoral Area D (Roberts Creek). BCTS amended the harvesting plans for blocks G043B4P2 and G043B4P8 based on the Phase 1 and 2 Mount Elphinstone South watershed assessment report recommendations (all recommendations accepted) and feedback from consultation with First Nations, stakeholders, and the community.

SCR D analysis shows the risk to current SCR D services and assets is considered low, however, there are potential adverse impacts to private water licence holders. Further, deforestation increases the risk of flooding and sediment transfer to properties downstream.

ATTACHMENTS

Attachment A - G043B4P2 - Preliminary Harvest Area

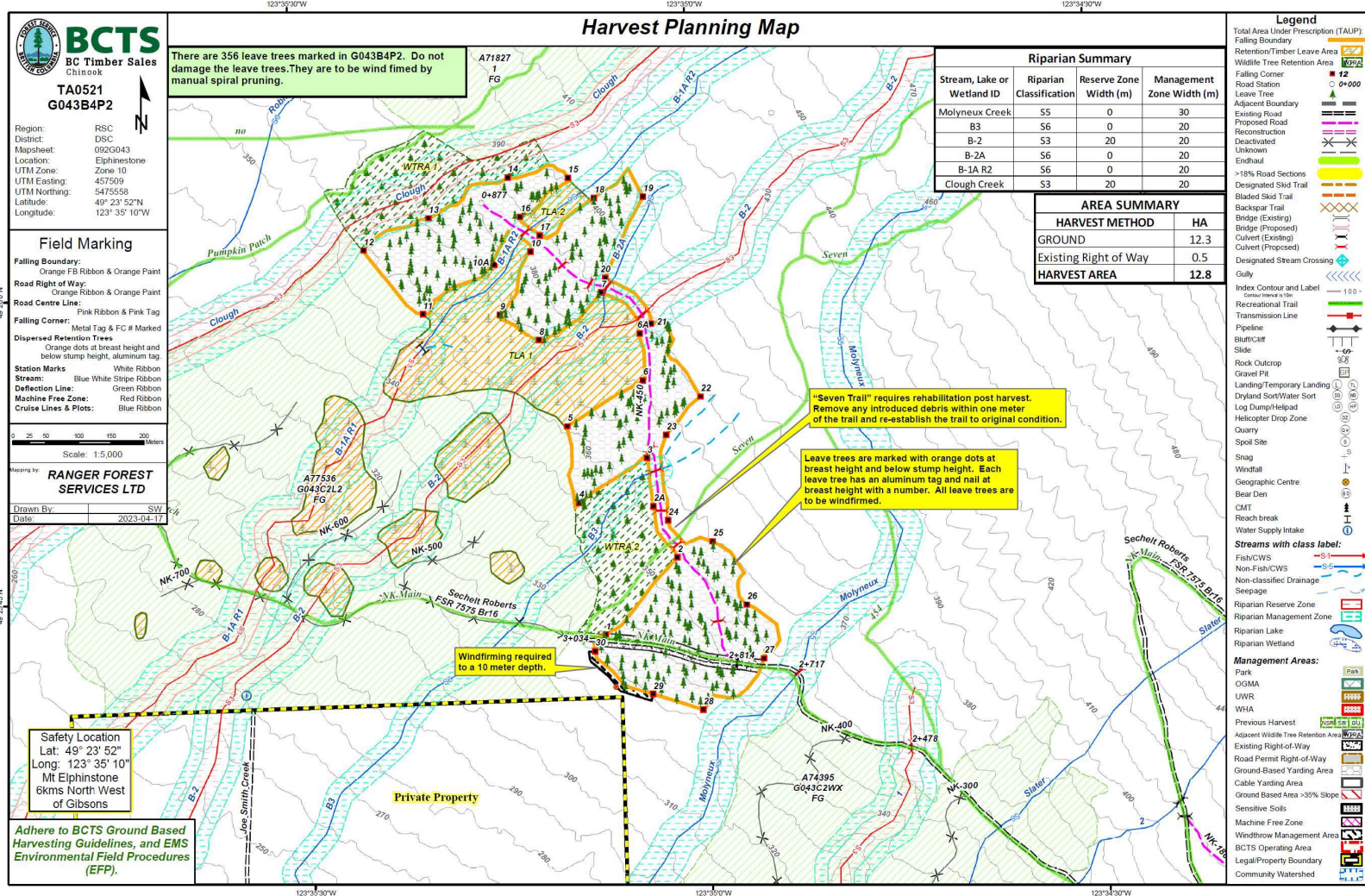
Attachment B - G043B4P2 – Amended Harvest Area

Attachment C - G043B4P8 - Preliminary Harvest Area

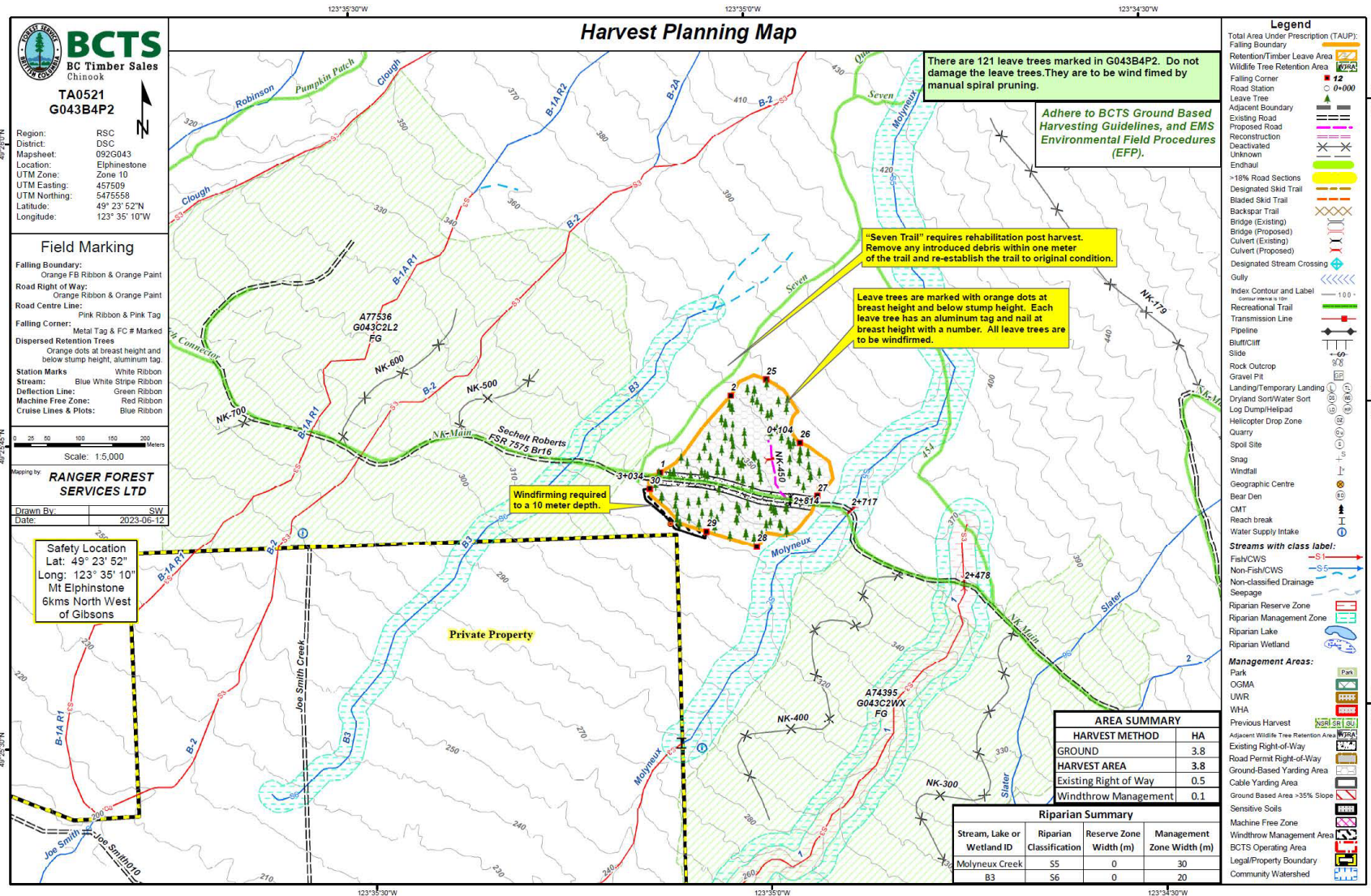
Attachment D - G043B4P8 - Amended Harvest Area

Reviewed by:			
Manager	X – J. Jackson	Finance	
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	

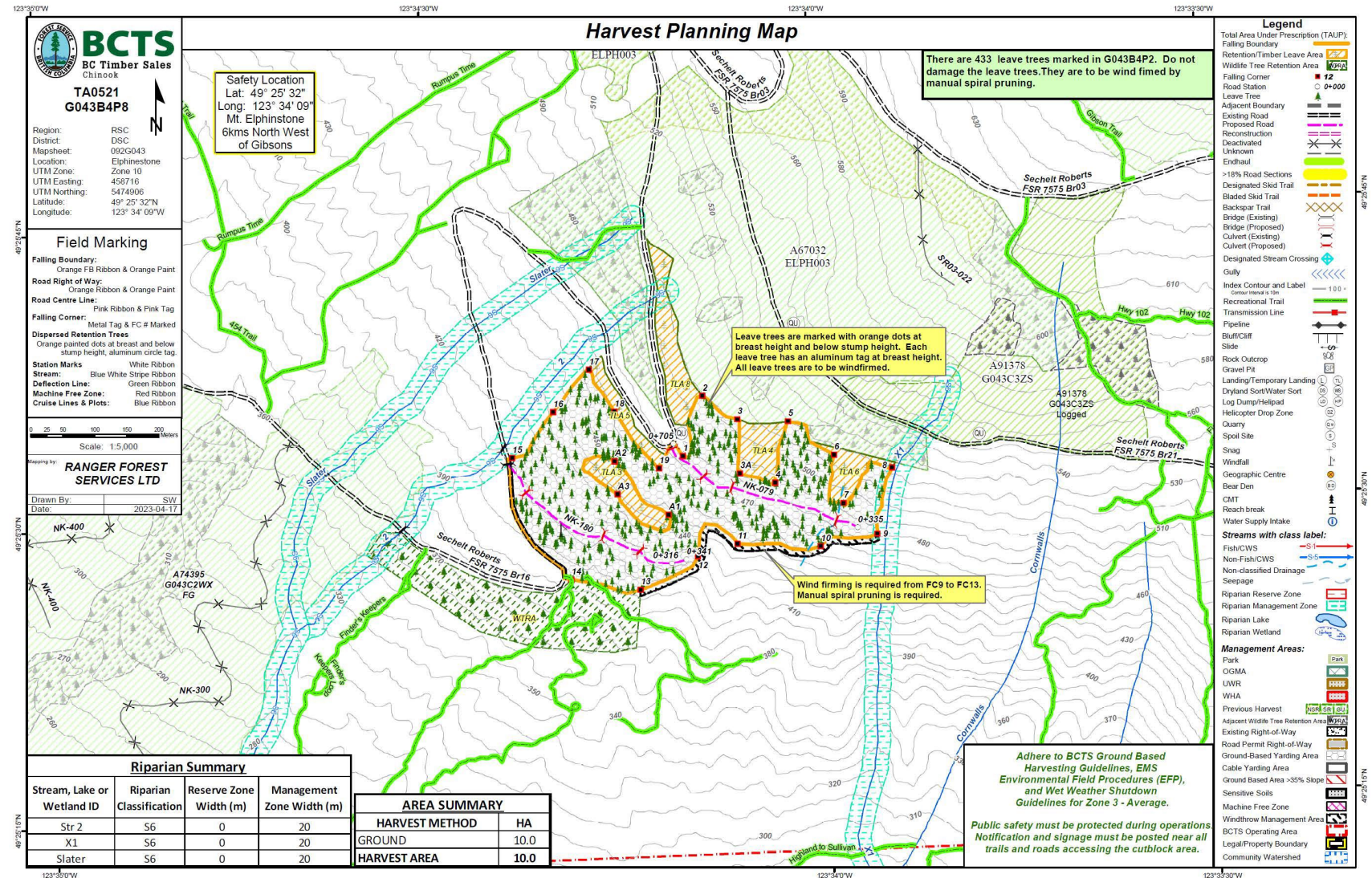
ATTACHMENT A - G043B4P2 - PRELIMINARY HARVEST AREA



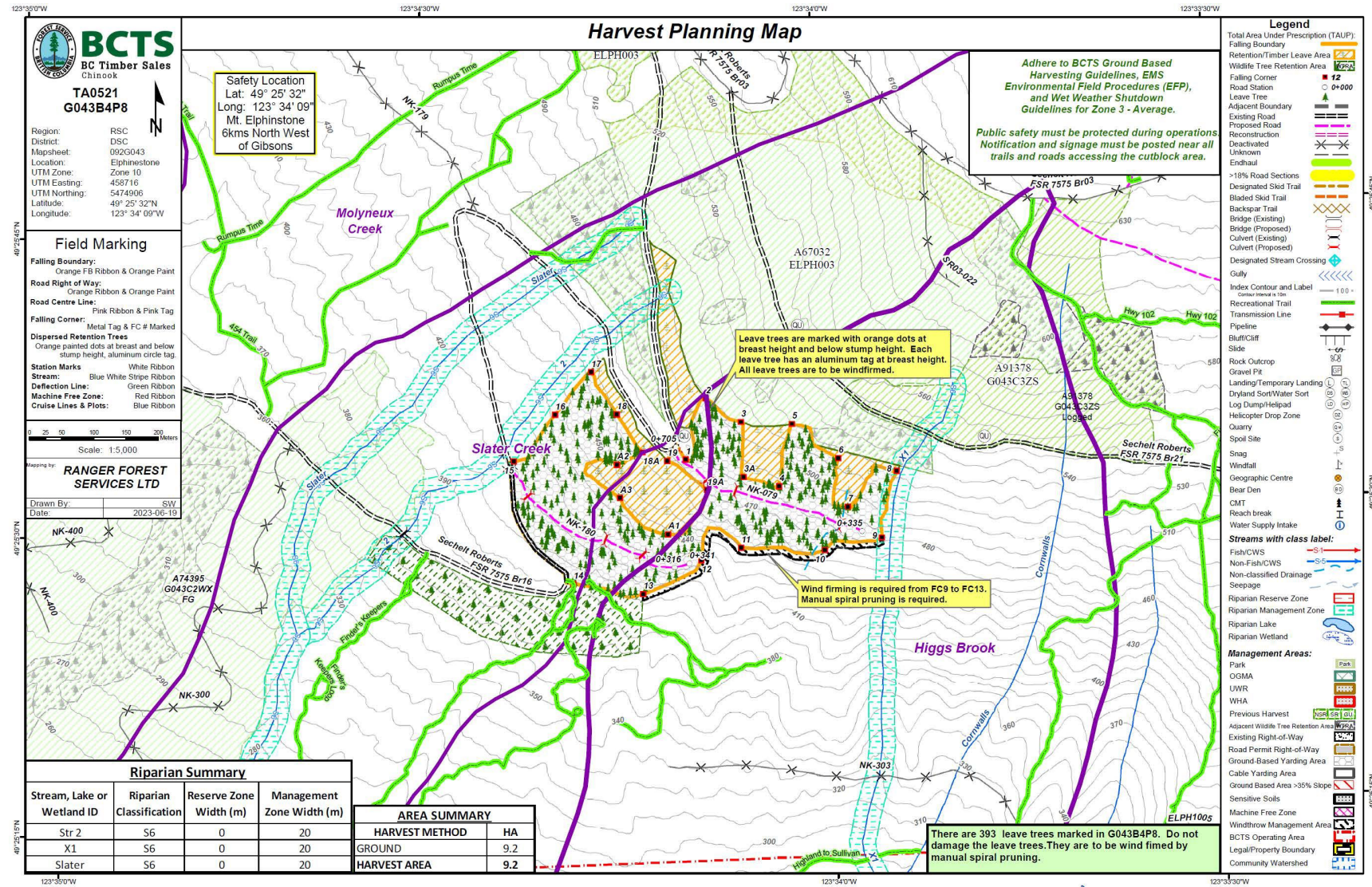
Attachment B - G043B4P2 – Amended Harvest Area



ATTACHMENT C - G043B4P8 - PRELIMINARY HARVEST AREA



ATTACHMENT D - G043B4P8 - AMENDED HARVEST AREA



**SUNSHINE COAST REGIONAL DISTRICT
WATER SUPPLY ADVISORY COMMITTEE**

November 6, 2023

RECOMMENDATIONS FROM THE WATER SUPPLY ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC.

PRESENT:	Chair	V. Macfarlane
	Vice-Chair	J. Bell
	Members	B. Fielding
		S. Fitchell
		K. Freemantle
		M. Hennessy
		B. Thicke

Regrets:	S. Leech
	G. Moore
	L. Chivers

ALSO PRESENT:

(Non-voting)	Manager, Strategic Initiatives	M. Edbrooke
	Water Sustainability Coordinator	G. Starsage
	Director, Area A	L. Lee
	Director, Area D	K. Backs
	Director, Area E	D. McMahon
	Alternate Director, District of Sechelt	J. Henderson
	Public	2

CALL TO ORDER 3:31 p.m.

AGENDA Agenda items three and four were changed in order, and the agenda was adopted as amended.

MINUTES

Recommendation No. 1 *Water Supply Advisory Committee Meeting Minutes of September 11, 2023.*

The Water Supply Advisory Committee recommended that the Water Supply Advisory Committee meeting minutes of September 11, 2023, be received.

REPORTS

Manager, Strategic Initiatives provided information regarding process for bringing forward Committee Recommendations.

Discussion included the following:

- Clarification was provided that for a WASAC recommendation to be received by the Board, a member of WASAC would need to bring forward a motion and be passed by WASAC. The recommendation would be recorded in the minutes.
- When the SCRD Board accepts WASAC minutes that contain a recommendation, the recommendation does not automatically become a Board resolution.
- The Board would need to bring forward a motion for recommendations from the WASAC minutes, and if passed, the recommendation would become a Board directive.

Water Rate Structure Study Committee of the Whole Staff Report, September 28, 2023

Discussion included the following:

- Board approached budget for the Water Rate Structure Study in 2022.
- An overview of general rate setting principles was reviewed.
- Clarification that the InterGroup report focused on 'user fees' which funds operations costs associated with collection, storage, treatment, and supply of water, and not parcel taxes which cover capital projects.
- Discussion about the ratio of the fixed cost to the volume-based factors presented for uniform billing, specifically the proposed 80/20 split.
- Concerns from WASAC members about lower potential demand reduction based on a ratio with a lower volume-based percentage. Members expressed support for a more immediate and stronger conservation rate structure. Staff discussed rationale for the proposed recommendations, as per the report.
- Clarification that volume-based billing is not a method of revenue increase, but instead would be set to cover the cost to deliver water and must result in cost recovery, which could include operating reserve targets.
- Discussion around increasing fairness, congruency, predictability, and simplicity in volume-based billing rather than the current rate structure.
- Feedback that more communication on how taxes worked and on how future volume-based bills would impact different types of water users would be beneficial.
- WASAC members supported the concept of mock billing as a communication campaign.
- Questions and concerns of the difference in rates between the three water service areas, request for clarification about why North and South Pender Harbour Water Services currently have higher costs. Staff shared information about upcoming Board reports that outline rate setting in each Water Service Area and information sessions scheduled for the end of November.

General Comments

Discussion included the following:

- Asks for non-potable sources for refilling rainwater cisterns.

NEXT MEETING January 8, 2024, 3:30 p.m. 1975 Field Rd / Online via zoom

ADJOURNMENT 5:35 p.m.

**SUNSHINE COAST REGIONAL DISTRICT
SOLID WASTE MANAGEMENT PLAN
PUBLIC AND TECHNICAL ADVISORY COMMITTEE**

Tuesday, October 24, 2023

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT PLAN PUBLIC AND TECHNICAL ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM, 1975 FIELD ROAD, SECHELT, BC

PRESENT:

(Voting Members)

Chair
Vice Chair
Members

J. Sutherland
D. Reeve
J. Walton
M. Ernst
N. Brenchley
P. Robson
S. Selzer
S. Van Poppelen

ALSO PRESENT:

(Non-Voting)

Manager, Solid Waste Services
Solid Waste Operations Coordinator
Recorder

M. Sole
A. Patrao
R. Newland

REGRETS:

Director, Electoral Area E
Members

D. McMahon
A. Joe
E. Machado

CALL TO ORDER

3:38 p.m.

AGENDA

The agenda was adopted as presented.

MINUTES

The minutes of the June 6, 2023, Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) meeting were accepted as circulated.

PRESENTATIONS AND DELEGATIONS

Potential Waste Prevention and Diversion Strategies for Residential and Industrial, Commercial, and Institutional Sectors

Veronica Bartlett, representative of Morrison Hershfield, provided a presentation on the Potential Waste Prevention and Diversion Strategies for Residential and Industrial, Commercial, and Institutional (ICI) Sectors, which included the following:

- Six potential waste prevention and diversion strategies
 - Discussion included:
 - Importance of feedback and discussion.
 - Clarification around hauler vs business licenses.
 - Variable tipping fees vs material bans.
 - Three stream collection system (recycling, organics and waste to be mandatorily sorted and separated).
 - Implementation of enforcement for solid waste diversion regulations.
 - Opportunities for education events and outreach for residential and commercial.
 - Potential impacts from strategies
 - Discussion included the potential cost, staffing, diversion, Green House Gas (GHG) impacts, and local employment opportunities.
 - Next steps
 - Discussion included future meeting topics such as, construction and demolition waste and non-sector specific issues, disposal options, and system financing.

REPORTS

What We Heard Memo from Morrison Hershfield

Ms. Bartlett provided a memo as preparation work for this meeting for members to be informed and up to date.

Waste Prevention and Diversion Strategies Memo from Morrison Hershfield

Ms. Bartlett provided a memo as a supporting document for the presentation given on the topic.

COMMUNICATIONS

Union of British Columbia Municipalities (UBCM) Motion for ICI Packaging and Paper Products Recycling Regulation Updates

PTAC was notified of the UBCM motion.

Landfill Composition Study Based on 2022 Audits

Chair Sutherland presented PTAC with a summary of the Study.

Landfill Site Tour Options

Chair Sutherland presented PTAC with the option to attend a Landfill site tour, providing proper personal protection equipment is worn and site precautions are taken.

This topic will be discussed again in upcoming meetings as scheduling options become available.

NEXT MEETING November 21, 2023

ADJOURNMENT 5:35 p.m.

GIBSONS AND DISTRICT FIRE PROTECTION COMMISSION

November 27, 2023

MINUTES OF THE GIBSONS AND DISTRICT FIRE PROTECTION COMMISSION MEETING
HELD AT THE GIBSONS #1 FIRE HALL, 790 NORTH ROAD, GIBSONS, B.C.

PRESENT:

(Voting Members)	SCRD Director, Electoral Area F SCRD Director, Electoral Area E Councillor, Town of Gibsons	Kate-Louise Stamford Donna McMahon Stafford Lumley
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ALSO PRESENT:

(Non-Voting)	Chair, Gibsons & District Fire Commission SCRD Manger, Protective Services SCRD Manager, Asset Management GDVFD, Fire Chief / Recorder RCVFD, Fire Chief Public	Marilyn Pederson Matt Treit Kyle Doyle (part) Rob Michael Pat Higgins 0
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CALL TO ORDER 9:36 a.m.

AGENDA The agenda was adopted as presented.

MINUTES**Recommendation No. 1** *Minutes*

The Gibsons and District Fire Protection Commission recommended that the minutes of October 16, 2023 be received.

REPORTS**Recommendation No. 2** *2024 GDVFD 20-year Capital Plan Update*

The Gibsons and District Fire Protection Commission recommended that the 2024 GDVFD 20-year Capital Plan Update be received for information.

Recommendation No. 3 *2024 GDVFD Budget Proposals*

The Gibsons and District Fire Protection Commission recommended that the 2024 GDVFD Budget Proposals be received for information;

AND THAT the Gibsons and District Fire Protection Commission supports and endorses the 2024 GDVFD Budget Proposals 1, 3 & 4.

ADJOURNMENT 10:36 a.m.