



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, OCTOBER 12, 2023

AMENDED AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

IN CAMERA

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

MINUTES

2. Regular Board Meeting minutes of September 28, 2023 Annex A
Pages 3 - 9

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

- 2a. **⇒ADD** Implications to the SCRD of the Development of a Lower Crown Raw Water Reservoir by shíshálh Nation – GM, Infrastructure Services pp 9a - c
3. Committee of the Whole recommendation Nos. 1-4 and 6-8 of September 28, 2023 (*recommendation No. 5 previously adopted*) Annex B
pp 10 - 13
- 3a. **⇒ADD** Committee of the Whole recommendation No. 5 of October 12, 2023 p 13a
4. Request for Proposal 2222001 Chapman Creek Tower Replacement Contract Award – Fire Chief – Special Projects Annex C
pp 14 - 15
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt -6, Gibsons-3, sNGD-1)

5. Modification of Term – Hillside Water Headlease #235700 – General Manager, Planning and Development
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt -6, Gibsons-3, sNGD-1) Annex D
pp 16 - 18

6. Microsoft Licensing 2023 Contract Amendments – Manager, Information Technology / GIS
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt -6, Gibsons-3, sNGD-1) Annex E
p 19

COMMUNICATIONS

MOTIONS

BYLAWS

DIRECTORS' REPORTS

NEW BUSINESS

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board October 12, 2023

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services

SUBJECT: IMPLICATIONS TO THE SCRD OF THE DEVELOPMENT OF THE PROPOSED LOWER CROWN RAW WATER RESERVOIR

RECOMMENDATION(S)

- (1) THAT the report titled Implications to the SCRD of the Development of the proposed Lower Crown Raw Water Reservoir be received for information;**
 - (2) AND THAT the SCRD provide a letter of support for the shishalh Nation application to the Disaster Risk Reduction-Climate Adaptation funding stream of the Community Emergency Preparedness Fund.**
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BACKGROUND

In support of efforts to address the current water supply deficit for the Chapman Water System during dry summers the SCRD and shíshálh Nation have jointly applied to the Disaster Mitigation Adjustment Fund (DMAF) for two water reservoirs and upgrades to the Chapman Treatment Plant. The application to DMAF is anticipated that it will take several months for the funder to review the applications and notify successful proponents. The shishalh Nation has requested expedited funding from the Province of BC for the Lower Crown Reservoir, which could potentially enable construction to start as early as late fall 2023. Very recently, shishalh nation heard from the Province of BC that there is an eligible grant program intake open that could potentially fund a portion of the cost of the Lower Crown Reservoir and asked shishalh Nation to apply. This funding opportunity is the Disaster Risk Reduction-Climate Adaptation funding stream of the Community Emergency Preparedness Fund, which is administered through UBCM. On October 3rd, 2023 the Nation requested a letter of support from the SCRD for this grant funding application.

The purpose of this report is to provide a high-level overview of the steps that would be required to be taken by the SCRD to facilitate the Lower Crown Reservoir to be fully operational during the summer of 2024 as well as the financial and operational implications of doing so should the funding requests to the Province be approved.

DISCUSSION*Options and Analysis*

The following is a high-level overview of some of the steps to be taken by the SCRD in collaboration with the shíshálh Nation regarding the development of Lower Crown Reservoir (capacity approximately 780,000 m³) as an additional water supply source for the Chapman system:

- Development of cost-benefit analyses, including financial implications for ratepayers.
- Comparison of the cost-benefit of this potential water supply source compared to other water supply expansion projects and water conservation efforts being developed or implemented. This would result in a decision by the Board to direct staff with proceeding with the development of the Lower Crown Reservoir in collaboration with the shíshálh Nation within a certain timeframe.
- Development of an agreement between the SCRD and the shíshálh Nation outlining the roles and responsibilities regarding the development and operations of the Lower Crown Reservoir and associated financial implications.
- SCRD staff are aware that shishalh Nation and the Province of BC have had preliminary discussions regarding amendments that would be required to SCRD's water license(s) and SCRD staff will be included in future conversations. Given that the SCRD is the holder of the relevant Water Licence(s) that would need to be amended, the SCRD would need to review and approve any studies (engineering, geotechnical and environmental) required as part of this process as part of the license amendment process.
- Obtaining approval from Vancouver Coastal Health for the use of the Lower Crown Reservoir as an additional water supply source for the Chapman System.
- Review and approval of preliminary and final engineering design of the components of the projects associated with the transportation of the water from the Lower Crown Reservoir to and into the Chapman Water Treatment Plant.
- Design and construct any technical modifications required to the Chapman Water Treatment Plant to accommodate the use of the Lower Crown Reservoir.
- Development of operating agreement outlining the conditions associated with the use of the Lower Crown Reservoir, including but not limited to the minimum water quality and flow available from the Lower Crown Reservoir, communication protocols, emergency protocols, roles and responsibilities for meeting any regulatory requirements (e.g., Water Licence and by Vancouver Coastal Health) and any associated financial implications.
- Development and implementation of a commissioning plan.

Organizational and Intergovernmental Implications

As this proposed project has not yet received approval of the funding requests submitted, the development, commissioning and operation of the Lower Crown Reservoir is currently not included in the SCRDs proposed 2024 workplan or 2024 budget. Completing the above listed activities would require the involvement of staff from a variety of divisions including, but not limited to, Capital Projects, Utility Services, Legislative Services, Finance, and Office of the CAO and would also require budget to retain additional project management, engineering, and legal support. The total staff effort required to complete this project by the summer of 2024 is estimated to be more than 2.0 FTE.

While it has yet to be confirmed if it would actually be possible to complete all the above listed tasks in time for the Lower Crown Reservoir to be commissioned by next summer, doing so would have a significant impact on the current workload and delay the completion of many other water supply expansion projects, replacement or upgrades to current water infrastructure.

The substantial amount of work to be completed within a short timeline is also expected to result in additional stress amongst staff.

Financial Implications

While all the financial implications are still to be determined, an initial budget to retain the required external support of up to \$250,000 would be required. Additional budget requirements could include, for example, technical upgrades to the Chapman Water Treatment Plant or additional engineering support.

STRATEGIC PLAN AND RELATED POLICIES

Ensuring adequate water supply for all SCRD operated water systems is a key strategic priority of the SCRD.

CONCLUSION

shíshálh Nation and SCRD have jointly applied for funding for the development of the Lower Crown Reservoir Raw Water on shishalh land as an additional water supply source for the Chapman Water system and could potentially have this reservoir fully operational by the summer of 2024. There will be considerable financial and organizational implications of the proposed timeline. Staff recommend the Board approve the request for a letter of support

Reviewed by:			
Acting GM	X – M. Brown	Finance	
GM	X - R. Rosenboom	Legislative	
CAO	X – D. McKinley	Other	

Recommendation No. 5 *Snow Removal and Ice Control Equipment*

THAT the report titled Snow Removal and Ice Control Equipment be received for information;

AND THAT a budget of \$112,000 be approved for the purchase of snow removal and ice control equipment funded through Building Maintenance [313] Operating Reserves;

AND THAT Building Maintenance [313] be approved to receive an internal vehicle transfer from Community Parks [650];

AND THAT \$45,000 be approved to transfer between functions for the fair market value of the vehicle;

AND THAT the 2023-2027 Financial Plan be amended accordingly;

AND FURTHER THAT the recommendation be forwarded to the October 12, 2023, Regular Board meeting.