



COMMITTEE OF THE WHOLE

Thursday, April 27, 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 Pages1-2

PRESENTATIONS AND DELEGATIONS

REPORTS

- | | |
|---|------------------------|
| 2. Budget Project Status Report
<i>Senior Leadership Team</i>
(Voting – All Directors) | Annex A
pp. 3-21 |
| 3. Public Participation Summary - Community Climate Change Action Plan
<i>Manager, Sustainable Development</i>
(Voting – All Directors) | Annex B
pp.22-53 |
| 4. Draft Community Climate Change Action Plan
<i>Manager, Sustainable Development</i>
(Voting – All Directors) | Annex C
pp. 54-95 |
| 5. Farms and Sunshine Coast Regional District Water Use
<i>Manager, Strategic Initiatives</i>
(Voting – A, B, D, E, F and Sechelt) | Annex D
pp. 96-102 |
| 6. Proposed Amendments to <i>Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422, 1994</i>
<i>Manager, Strategic Initiatives</i>
(Voting – A, B, D, E, F and Sechelt) | Annex E
pp. 103-135 |
| 7. Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project - Contract Amendment No. 6
<i>Capital Projects Engineer</i>
(Voting – A, B, D, E, F and Sechelt) | Annex F
pp. 136-138 |

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| 8. Square Bay Wastewater Collection System Upgrade Planning Study – Approval of Infrastructure Planning Grant
<i>Manager, Utility Services</i>
(Voting – All Directors) | Annex G
pp. 139-142 |
| 9. Reconstruction Aquatic Centre Fire Sprinkler System Award (Request for Proposal 22361301)
<i>Manager, Facility Services</i>
(Voting – B, D, E, F, Sechelt, Gibsons, sNGD) | Annex H
pp. 143-145 |
| 10. Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports Grant Application
<i>Manager, Protective Services</i>
(Voting – All Directors) | Annex I
pp. 146-154 |
| 11. Fire Truck Transfer to Egmont and District Fire Protection
<i>Manager, Protective Services</i>
(Voting – All Directors) | Annex J
pp. 155-156 |
| 12. Contracts Between \$50,000 and \$100,000 (January, February, March)
<i>Manager, Purchasing and Risk Management</i>
(Voting – All Directors) | Annex K
pp. 157-158 |
| 13. Directors' Constituency Expenses (January, February March)
<i>Accounts Payable Technician</i>
(Voting – All Directors) | Annex L
pp. 159-160 |

COMMUNICATIONS

- | | |
|--|------------------------|
| 14. Jen Ford, President, Union of British Columbia Municipalities dated March 24, 2023
Regarding Ministry of Housing Request for Documenting Potential Municipal Land for Housing
(Voting – All Directors) | Annex M
pp. 161-165 |
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NEW BUSINESS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023
AUTHOR: SCRD Senior Leadership Team
RE: **BUDGET PROJECT STATUS REPORT – APRIL 2023**

RECOMMENDATION(S)

THAT the report titled Budget Project Status Report – April 2023 be received for information.

BACKGROUND

The Budget Project Status Report (BPSR) provides the Sunshine Coast Regional District (SCRD) Board updates on projects as approved through the 2023 Budget process and other major projects added throughout the year. The focus of the BPSR is to report on the status of the various projects and to ensure the projects are on time and on budget.

DISCUSSION

Staff have updated the report and welcome comments/questions on the progress being made on the listed projects.

The recently approved projects through the 2023 Budget are included in this report as well as carried forward projects from prior years. Approved funding related to base budget increases are not included in the BPSR. Staff have added proposed completion dates wherever possible.

For 2023 BPSR, newly approved staffing positions have been added as there is correlation between project progress and resources. Once positions are created these will be marked as completed and become part of the overall Human Resourcing Plan.

STRATEGIC PLAN AND RELATED POLICIES

The BPSR is a metric for reporting on projects that move the Strategic Plan and various other core documents forward.

CONCLUSION

The goal of the BPSR is to provide project status in a concise manner to the Board. Administration works continually to improve this process as we move forward.

Attachment – Budget Project Status Report – April 20, 2023

Attachment and Report Reviewed by:			
X - Budget Managers and Senior Leadership Team			
CAO	X – D. McKinley		

2023 BUDGET PROJECT STATUS REPORT

Last Revisions: April 20, 2023

Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete
1	CA	110	Reid	\$119,650	\$0	COVID-19 Restart Funding	2022	Q4 2023		All	Regional	General Government - Hybrid Meeting Solutions and Board Room Modifications (Other)	Contracted services to develop audio-visual options (including hardware, sound, cameras, electrical, space needs), pricing, and an implementation plan to facilitate a range of hybrid meetings. It was further recommended that the scope for the project be broadened to incorporate costs for Boardroom furniture reconfiguration, including furniture replacement, which may be necessary to facilitate the installation of new A/V hybrid technology in the Boardroom. Boardroom chairs ordered and replaced. A kick-off meeting with an audio-visual service provider was scheduled for November 21. Procurement of sound system and Boardroom furniture under way.	Carryforward	In Progress 25%
2	CA	110	Reid	\$25,000	\$0	COVID-19 Restart Funding	2022	Q4 2023		All	Regional	General Government - Meeting Management Solutions	Software solution to bridge remote and in-person meeting rooms for hybrid Board and Committee meetings. In order for the virtual and physical domains to smoothly function together as a single meeting, a system is required to seamlessly manage both environments and their respective participants in real-time. Meeting management software streamlines the full cycle from report and agenda creation to electronic publishing to meeting video livestreaming and archiving. Software services are subject to an annual subscription fee. Year-one implemented, annual subscription fees apply and in the range of \$18,000 to \$20,000 per year. A meeting management solution RFP was posted mid-March 2023. RFP closed evaluation process of bids is underway.	Carryforward	In Progress 25%
3	CA	110	McKinley	\$30,000	\$0	Operating Reserves	2023			All	Regional	General Government - Corporate Review - Organizational	Comprehensive review of the Sunshine Coast Regional District's organizational structure identifying any gaps or opportunities to create better alignment with services and expectations. In addition, the review will assess staff resourcing levels and whether or not current staffing is sufficient in consideration of such things as the size of the community, the size of the organization, the SCRD's overall budget and the services that the SCRD is currently providing.	Discretionary	Not Started
4	CA	110	McKinley	\$30,000	\$0	Operating Reserves	2023			All	Regional	General Government - Consulting Services - 2023-2026 Strategic Planning	The Board will put together a Strategic Plan for the term 2023-2026.	Discretionary	Not Started
5	CA	115	Parker	\$12,000	\$0	Operating Reserves	2023			All	Regional	Human Resources - LinkedIn Recruiter Package (Pilot Project) - Online Tool License	Ongoing recruitment needs, creation of advertisements, testing methodology, contacting applicants, setting up interviews, and all other activities in pursuit of talent acquisition, especially in the difficult to fill roles, has increased substantially over the past number of years. This was approved as a pilot project only for 2023 for purposes of a LinkedIn Recruiter package, vital to ongoing talent acquisition.	Discretionary	Not Started
6	CA	116	Cropp	\$18,000	\$0	Support Services	2023	Jul-05		All	Regional	Purchasing and Risk Management - Business Continuity Management Program	It is expected that in 2023 it will be legislatively mandated for local governments to have business continuity plans (BCP) as required by the Province. The SCRD does not have a completed BCP and this project is to develop a comprehensive corporate plan using a combination of staff and external consultants. Development phase of the Business Continuity Management Program Framework and Charter is underway.	Non Discretionary	Started
7	CA	117	Nelson	\$75,000	\$16,837	Reserves	2021			All	Regional	Information Technology - Electronic Document and Records Management System (EDRMS) Functionality Enhancements	Advanced Content Server functionality - not turned on during the initial system roll out, and increases digital enablement of business processes and electronic interaction with and between staff and the public. Awarded consulting contract to Caderno. Records enhancements to be implemented with migration to MS SharePoint for better alignment with MS Teams implementation. APRIL 23 - EDRMS functional enhancements are being implemented in new M365 SharePoint solution that is aligned with Digital Collaboration Solutions project.	Carryforward	In Progress 25%
8	CA	117	Nelson	\$285,000	\$251,861	COVID-19 Restart Funding	2021			All	Regional	Information Technology - Digital Collaboration Solutions	2-year increase in funding for IT operating and capital budgets to expedite online collaborative software tools, digital services, and related equipment/devices. The project includes a temporary 2-year internal resource - comprised of: a) Temporary staffing: 2021 (7months) b) Professional services consulting c) Hardware purchases d) Software purchases/subscriptions Detailed planning phase underway. Backfill TFT staff position hired. Licenses purchased. MS Teams rolled out to early adopters. 100 Thin Clients procured and deployment in process. Phase 2 being procured and scheduled. APRIL 23 - MS Teams solutions implemented, MS Exchange (email) migration to Cloud underway, remaining SOW is implementing MS SharePoint as document and records management solution (EDRMS).	Carryforward	In Progress 50%
9	CA	155	McKinley	\$10,000	\$0	Taxation	2023			F and F Islands	F and F Islands	Feasibility (Area F) - Connected Coast Connectivity - Feasibility Study	Study for the establishment of a new service for Area F Island (Gambier and Keats) high speed internet through the Connected Coast.	Discretionary	Not Started
10	CA	110 / 115 / 117 / 200-290 / 365 / 366 / 370 / 504 / 520 / 615 / 650	SLT	\$207,000	\$78,681	Taxation / Operating Reserves / Support Services / COVID-19 Restart Funding	2020			All	Sechelt	Field Road Space Planning - additional funding approved 2021 included and IT Portion to be completed	2020 project delayed due to COVID-19, health orders and WorkSafeBC requirements. The addition of a 2021 proposal was to undertake additional work to review and update the prior analysis to respond to COVID-19. This additional work is not a new direction; it is adapting and validating the previously-directed approach. Position space analysis classification summary completed, furniture assessment continuing. The project has been reframed as an Alternative Work Strategy to allow for flexible work for staff. The IT equipment, furniture and staff needs assessments have been completed with the implementation considerations as part of COVID-19 re-start for the corporation. The tender for Thin Clients that will enable staff to virtually host meetings is on the market and the camera, mics and furniture equipment has been predominately delivered and installed. Additional work stations installed, Field Road currently now has 98 stations. APRIL 23- Modifications continue to add more workstations, with most recent being the Bylaw office and Finance areas.	Carryforward	In Progress 75%
11	CA	110 / 117	Reid	\$124,000	\$0	Operating Reserve / Support Services / Taxation	2023	Q2 2024		All	Regional	General Government / Information Services - Electronic Data Records Management System Conversion (0.6 FTE)	Retire SCRD's current on-premises Electronic Document Records Management System (Content Server) and replace it with a modernized cloud-based solution configured to manage both physical and electronic records in the Teams / SharePoint cloud environment. Project underway.	Discretionary	Started

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12	CA	111 / 113	Perreault	\$25,000	\$0	Operating Reserves	2021			All	Regional	Asset Management / Financial Services - Implementation of New (PSAS) Asset Retirement Obligation (ARO)	Job description posted in June 2021. In 2021, the SCRD implemented the new Public Sector Accounting Standard (PSAS) for Asset Retirement Obligations (ARO). Internal and external professional services will be needed to facilitate the implementation. Staff have scoped the project collected data for the new standard. Recruit for new Finance Resource to Assist with project. Internal work continuing. Posting for new position issued in late April 2022. July 2022 - Internal inventory of ARO has been completed and next steps are to engage environmental engineers to assess gaps. This is planned for Q3 2022. New Finance resource will be starting in September to help calculate new expenses. Engineering assessment scope has been limited after review with Auditors. Progressing with a review of status with Auditors scheduled for Nov 22. This project value was reduced at 2023 Pre-Budget CF. APRIL -23- The Budget for this project was reduced to \$25,000 for the 2023 Budget as most of the work has been completed internally. Significant work complete and reviewed by Auditors as part of 2022 audit and SCRD is on track to meet standard for 2023 Financial Statement Implementation	Carryforward	In Progress 75%
13	CA	114 / 210 / 216 / 212 / 312 / 613 / 625	SLT	\$30,075	\$28,796	Taxation / Support Services	2020			Various	Various	SCRD Corporate Recycling Program.	Field Road project started late 2021. Staff reassessed project and timelines as the COVID protocols changed and once facilities are re-opened when closed. Request for Proposal for Corporate Recycling for facilities, including food waste, is at phased implementation - Remaining to complete Fire Departments and Pender Pool.	Carryforward	In Progress 50%
14	CS	310	Kidwai	\$6,000	\$3,647	Operating Reserves	2021	Q4 2023		B, D, E, F, DoS, SNGD, ToG	Sechelt	Public Transit - Building Improvements - Increased Safety (see additional approved in 2022) Lines 16, 17, 21 & 22 are all the same project	Increased Safety and Security at Mason Road site (e.g. Security system, CCTV and improved external lighting). Requested a Privacy Impact Assessment (PIA) be completed for CCTV and security system on April 6, 2021. June 4 update, waiting for PIA to be completed for CCTV. Update August 12 - Quotes received for light pole installation. Will be unable to complete all the projects within the approved budget, will move forward with the most critical item first (external parking lot lighting). Work anticipated to be completed in September 2021. CCTV and security project to be carried forward to 2022, additional budget request approved and included in 2022 Budget. Mar 22 update: Additional budget approved in March 2022. Project to commence in Q2. May 9 update: Light post installed, lights on back order until August. PIA for CCTV 50% complete. Jul 14 update: Light installed on May 24th and 100% functioning. Waiting for Legislative Services to review Privacy Impact Assessment before moving to RFQ for CCTV and Security. Apr 27, 2023: Waiting for Legislative Services to review Privacy Impact Assessment.	Carryforward	In Progress 50%
15	CS	310	Kidwai	\$3,250	\$0	Operating Reserves	2022	Q4 2023		B, D, E, F, DoS, SNGD, ToG	Sechelt	Public Transit - Security System and CCTV (LCHV) Lines 16, 17, 21 & 22 are all the same project	The budget approved in 2021 for this project included the installation of exterior lighting in the parking lot. The budget was insufficient to complete both projects. This request is to fund the balance required to move forward with the security system and CCTV's. (see CF - Building Improvements Increased Safety) Mar 22 update: Additional budget approved in March 2022. Project to commence in Q2. April 6 Update: Light post installed on March 1st. Lights on back order until mid April. May 9 update: Light post installed, lights on back order until August. PIA for CCTV 50% complete. Jul 14 update: Light installed on May 24th and 100% functioning. Waiting for Legislative Services to review Privacy Impact Assessment before moving to RFQ for CCTV and Security. Apr 27, 2023: Waiting for Legislative Services to review Privacy Impact Assessment.	Carryforward	In Progress 50%
16	CS	312	Kidwai	\$10,000	\$0	Capital Reserves	2020	Q1 2024		All	Regional	Maintenance Facility (Fleet) - Fleet Loaner Vehicle	Retire current loaner vehicle and replace with another vehicle that will be retired when new EV's are received. August 12 - New vehicles not expected until 2022, project carried -forward. Apr 27, 2023: Still awaiting for SCRD new vehicles to arrive so a selection can be made for the replacement.	Carryforward	In Progress 25%
17	CS	312	Kidwai	\$10,000	\$2,122	Operating Reserves	2020	Q1 2024		All	All	Maintenance Facility (Fleet) - Electric Vehicle Maintenance	Project planning stage complete - RFQ for electric charges completed April 8: EV Charger installed; awaiting new vehicle so training can commence Jul 14: Fleet researching appropriate training courses and required tools. Nov 24, 2022: Still awaiting EV fleet units to arrive. Once they have arrived we will be able to assess what tools/equipment will be required and will purchase at that time. Apr 27, 2023: Two of four vehicles have arrived. ETA of remaining two vehicles unknown at this time. Once they have arrived we will be able to assess what tools/equipment will be required and will purchase at that time	Carryforward	In Progress 25%
18	CS	312	Kidwai	\$75,000	\$0	Operating Reserves	2023	Q2 2024		All	Sechelt	Fleet Maintenance - Corporate Fleet Strategy	A Corporate Fleet Management System or Strategy has been a corporate priority for years. Fleet expenses (both capital and ongoing operating) are a significant corporate expense. A fleet strategy (or fleet management plan) would address the acquisition, maintenance, safety, budgeting and monitoring of the units in the corporate fleet. Currently each service function 'manages' its own fleet, which silos the understanding of the fleet as a whole. The Corporate Fleet Management System/Strategy will engage the services of professional consultants and an SCRD Project Team. The objective of the strategy would be to develop a plan to manage and maintain vehicle and equipment fleet assets as efficiently and cost effectively as possible, improve service management and workflow automation, improve its customer service, streamline repair and maintenance services, increase staff efficiency and productivity, enable complete, real-time, easily accessible data that will enhance staff and management ability to analyze and maximize availability usage and cost effectiveness of this resource.	Discretionary	Not Started
19	CS	312	Kidwai	\$162,000	\$0	MFA Loan	2022	Q3 2023		All	Sechelt	Maintenance Facility (Fleet) - Garage Hoist Replacement (CM-RC)	Replace a hoist in garage (used to service various fleet including buses, fire trucks, dump truck and backhoe) which is at the end of life (2006) and does not meet current ALL certification standards. Nov 24, 2022: Contract awarded. Hoist ordered, will take up to 6 months to receive. Project completion estimated for end of Q3 2023. Budget increased by Resolution 247/22 #9. Apr 27, 2023: Hoist expected to arrive in April, and installation to be completed by end of Q2.	Carryforward	In Progress 75%

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20	CS	312	Kidwai	\$4,000	\$0	Operating Reserves	2021	Q3 2023		All	Sechelt	Maintenance Facility (Fleet) - HVAC Maintenance Safety System	Additional safety system for fleet staff to perform HVAC maintenance on top of busses. Harness system purchases and installation to occur in Q2/3 2022. Jul 14 update: waiting for official engineer sign off on anchor point. Will purchase parts for project in Q2; installation still slated for Q3. Apr 27, 2023: Current engineering company not responding. Working with procurement to source another engineering company to complete the project.	Carryforward	In Progress 25%
21	CS	312	Kidwai	\$6,000	\$3,647	Operating Reserves	2021	Q3 2023		All	Sechelt	Maintenance Facility (Fleet) - Building Improvements - Increased Safety (see additional approved in 2022) Lines 16, 17, 21 & 22 are all the same project	Increased Safety and Security at Mason Rd site (e.g. Security system, CCTV and improved external lighting). Privacy Impact Assessment (PIA) completed for CCTV and security system on April 6, 2021. August 12 - quotes received - unable to complete all the projects within the approved budget, will move forward with the most critical item first (external parking lot lighting). Work anticipated to be completed in September 2021. CCTV and security project budget to be carried forwarded to 2022, additional budget request approved in 2022 Budget. Mar 22: Additional budget approved in March 2022. Project to commence in Q2. May 9: Light post installed, lights on back order until August. PIA for CCTV 50% complete. Jul 14: Light installed on May 24th and 100% functioning. Waiting for Legislative Services to review Privacy Impact Assessment before moving to RFQ for CCTV and Security. Apr 27, 2023: Waiting for Legislative Services to review Privacy Impact Assessment.	Carryforward	In Progress 50%
22	CS	312	Kidwai	\$3,250	\$0	Operating Reserves	2022	Q3 2023		All	Sechelt	Maintenance Facility (Fleet) - Security System and CCTV (LCHV) Lines 16, 17, 21 & 22 are all the same project	Budget approved in 2021 for this project included the installation of exterior lighting in the parking lot. The budget was insufficient to complete both projects. This request is to fund the balance required to move forward with the security system and CCTV's. (see OF - Building Improvements Increased Safety) Mar 22 update: Additional budget approved in March 2022. Project to commence in Q2. May 9 update: Light post installed, lights on back order until August. PIA for CCTV 50% complete. Jul 14 update: Light installed on May 24th and 100% functioning. Waiting for Legislative Services to review Privacy Impact Assessment before moving to RFQ for CCTV and Security. Apr 27, 2023: Waiting for Legislative Services to review Privacy Impact Assessment.	Carryforward	In Progress 50%
23	CS	345	Gagnon	\$25,000	\$700	Taxation	2021	Q1 2024		B, D, E, F, Islands	F Islands	Ports Services - New Brighton Dock Study	Sep 22: Tour of all Gambier docks, including New Brighton, along with Gambier Island Community Association New Brighton Dock Committee chair conducted in July. Major inspections on all Gambier ports including New Brighton will be completed by the end of 2022. The results gathered from the inspections will be the guiding information used to inform capital renewal plans for SCRD docks and also understanding the long term financial implications associated with the New Brighton dock. Nov 24: Major inspections have commenced including a desk top study and a gap analysis related to dock best management practices (from province and Nation). The dive portion is scheduled to occur in December 2022. Staffing support to guide community conversations has been secured and should commence later in Q1 2023wo Apr 27, 2023: Two meetings with N'ch Kay Corporation (operator of NB dock) in Q1. Major inspections complete and NB Report sent to the N'ch Kay. Permission to use NB report to inform an understanding of long term financial implications. Met with representatives of the Gambier Island NB Dock committee.	Carryforward	Started
24	CS	345	Gagnon	\$77,600	\$0	Taxation / Reserves	2020, 2021, 2022	Q1 2024		B, D, E, F, and Islands	Various	Ports Services - Ports Major Inspections	Sep 22: Major inspections will begin in October for four locations (Hopkins, Gambier, West Bay, Graves, Halkett) and be completed by end of 2022. Additional funding will be required to complete the remaining four docks in 2023. A 2023 budget proposal is being developed. Nov 24, 2022: Major inspections have commenced including a desk top study and a gap analysis related to dock best management practices (from province and Nation). The dive portion is scheduled to occur in December 2022. All Gambier Island ports and Hopkins Landing port will be inspected this year. Final four ports to be inspected in 2023 (pending budget approval). Apr 27, 2023: Five major inspections have been completed (all of Gambier Island and Hopkins). Reports have been received and will be used to inform capital plan, as well as repair and maintenance planning moving forward. Waiting to receive invoice. Completion of the four remaining docks is expected to take place in 2023.	Carryforward	In Progress 25%
25	CS	345	Gagnon	\$669,661	\$198	Taxation	2018	Q2 2024		B, D, E, F, and Islands	All	Ports Services - Ports 5 Year Capital Plan Repairs (Halkett Bay approach, West Bay float, Gambier structural, Eastbourne pile/footings, Keats float).	Sep 22: This project dates back to 2018. Grant applications have not been successful. It is anticipated that additional budget will be required to complete the work. This budget contains funding for major repairs to 5 specific ports (Gambier, West Bay, Keats, Halkett Bay and Eastbourne). Nov 24: As per Sep 22 update, RFP for engineering services still under development (staffing shortages in Infrastructure Services have diverted capacity elsewhere). Apr 27, 2023: Keats Float has failed. Issued an RFP to replace float. Award report on Apr 20 EAS agenda. Project to begin May, completion by end of summer. Remaining projects require engineered drawings and updated cost estimates. RFP for engineering is posted and closes in May. Once drawings are complete and new cost estimates received, can prioritize the work and proceed as budget permits.	Carryforward	Started
26	CS	400	Clarkson	\$589,600	\$0	Operating Reserves / MFA Loan	2023	Q4 2024		All	D / E	Cemetery Service - Seaview Cemetery Expansion (0.05 FTE)	Apr 27, 2023: Have started drafting RFP.	Non Discretionary	Not Started
27	CS	613	van Velzen	\$917,600	\$0	MFA Equipment Loan	2022	Q3 2024		B, D, E, F, DoS, SNGD, ToG	Gibsons	Community Recreation Facilities - Gibsons and Area Community Centre Brine Chiller and Condenser	Apr 27, 2023: Decarbonization audits to guide refrigeration plant component replacements in final stages of completion. Procurement for detail design work anticipated to commence in Q2 2023.	Carryforward	Not Started

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28	CS	615	van Velzen	\$5,946,898	\$0	Capital Renewal Fund	2023	Ongoing		B, D, E, F, DoS, ToG, SNGD	Gibsons and Sechelt	Community Recreation - Capital Renewal Plan	Sep 22: Revised tender documents for SCA and GDAF Door Replacement projects are nearing completion. SCA Roof Modified Blumen Replacement completed, invoicing pending. SAC Packaged Roof Top Units 3, 4, and 5 awarded, project completion anticipated by Q3 2023. GDAF Packaged Roof Top Unit design work completed, construction tender being posted beginning of Q3. GACC Audio System Component Replacement awarded, scheduled for completion in Q3. SCA Community Room Flooring replacement completed, invoicing pending. Procurement process has commenced for three additional projects. Energy audits have commenced which will identify opportunities for decarbonization and be used to guide design work for GACC refrigeration plant, SCA HVAC and SAC RTU#2 capital projects. Nov 24, 2022: - SCA and GDAF door replacement RFP revised and reposted October 20 and closes November 21. - SAC Roof Top Units - Awarded, completion anticipated by Q3 2023. - GDAF Roof Top Units - Tender posted, closes November 21. - GACC Audio System Component Replacement substantially completed, invoicing pending. - Energy audits underway. Apr 27, 2023: One project substantially completed and two projects awarded with anticipated completion by Q4 2024. Tendering process started for 17 projects which includes re-tendering of SCA and GDAF door replacements. Thirteen projects are multi-year projects with expected completion in Q2-Q4 2024, tender process for these projects has not started. GDAF Roof Top Unit replacement project under review for potential scope changes, bid received substantially exceeded project budget.	Carryforward	In Progress 25%
29	CS	615	van Velzen	\$60,000	\$15,866	Taxation	2021	Q2 2023		B, D, E, F, DoS, SNGD, ToG	Gibsons and Sechelt	Community Recreation Facilities - Fall Protection Systems Upgrades - Phase One	December 2019 fall protection audits completed at GACC, GDAF, SAC and SCA. Based on estimated total project costs and staff capacity to complete projects, staff recommended a phased approach to completing upgrades. Projects are prioritized based on a risk assessment with priority given to highest risk areas. Projects designated for phase one include GACC roof access ladders and hatch upgrades, SAC roof access ladders and hatch upgrades, SAC fall protection anchor points for surge tank maintenance, SAC fall protection anchor points for mechanical room floor hatch used to lift heavy equipment from lower mechanical room and SCA fixed ladder in mechanical room to access ammonia sensor located above mechanical equipment. Sep 22: Tender was posted July 19 and closed August 24. Tender evaluations completed, award pending. Anticipated project completion by end of Q3 2022. Nov 24, 2022: Project awarded, contract signing in progress. Apr 27, 2023: Project substantially completed, invoicing pending.	Carryforward	In Progress 50%
30	CS	615	van Velzen	\$113,070	\$4,000	Taxation	2022	Q2 2023		B, D, E, F, DoS, ToG, SNGD	Gibsons and Sechelt	Community Recreation Facilities - Domestic Hot Water System (M-BC)	The control system for the domestic hot water tank at SAC requires an upgrade to control water temperatures. After numerous attempts to address the ongoing issue, an upgrade to the control system is required to avoid drastically fluctuating temperatures that could be a safety issue. Engineering design awarded, anticipate completion of design phase by end of Q2. Design phase completion delayed, anticipated to be completed early Q3. Construction tendering planned to commence in Q3. Sep 22: Design phase completed. Construction tender drafted and in final review stage for posting. Nov 24, 2022: Tender issued, close November 4, 2022. Apr 27, 2023: Contract awarded, construction being scheduled for Q2.	Carryforward	In Progress 25%
31	CS	615	van Velzen	\$105,000	\$0	Taxation	2022	Q3 2023		B, D, E, F, DoS, ToG, SNGD	Gibsons and Sechelt	Community Recreation Facilities - Health and Safety Requirements (CM-HSER)	After a risk assessment and review of WorksafeBC regulations, two emergency showers and an additional eye wash station are required at SAC. Mar 22: Procurement scheduled to start Q3 2022, anticipated project completion Q4 2022. Nov 24: Tender posted, closes November 21, 2022. Apr 27, 2023: Tender received no bids, direct negotiation with a contractor has commenced.	Carryforward	Started
32	CS	615	van Velzen	\$9,500	\$0	COVID-19 Restart Funding	2022	Q3 2023		B, D, E, F, DoS, ToG, SNGD	Gibsons and Sechelt	Community Recreation Facilities - Water Management Plan Implementation (M-BC)	During the restart of recreation facilities after an extended closure due to COVID, domestic water system water management plans were highly recommended by the Health Region. Plans developed in 2021, to implement the ongoing safety recommendations in the plan. Mar 22: Procurement for services to implement plans scheduled to start Q2 2022, anticipated completion of implementation Q3 2022. Sep 22: Tender documents nearing completion, anticipate posting tender beginning of Q4. Nov 24, 2022: Delay in completion of tender documents due to staff turnover. Project reassigned and moving forward, delay may result in project completion being carried forward to 2023. Apr 27, 2023: Tender documents submitted to procurement for review and posting.	Carryforward	Started
33	CS	615	van Velzen	\$21,500	\$0	Operating Reserves	2023	Q3 2023		B, D, E, F, ToG, DoS, SNGD	Gibsons and Sechelt	Recreation Facility Maintenance - Health and Safety Equipment	Ticks were identified by the Joint Health and Safety Committee for the Gibsons and Area Community Centre (GACC), Sunshine Coast Arena (SCA) as well as the Sechelt Aquatic Center (SAC) with an elevated risk of injury. A Hazard Assessment was completed, and engineered controls were identified to improve staff safety while completing the tasks. The engineered controls include the purchase of a blade changing assistant for both arenas, a specialized rink glass transportation and lifting cart for both arenas, and an electric chain hoist to help lift heavy equipment from the lower-level pump room to the mid-level mechanical room at the Sechelt Aquatic Center (SAC). Apr 27, 2023: Procurement of safety equipment scheduled for Q2 2023.	Discretionary	Not Started

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34	CS	615	van Velzen	\$801,577	\$9,546	MFA 5- Year / Taxation	2021	Q3 2024		B, D, E, F, DoS, SNGD, ToG	DoS	Community Recreation Facilities – Sechelt Aquatic Centre (SAC) Fire Sprinkler System Repair or Replacement	Dec 31, 2020 the fire sprinkler system at the Sechelt Aquatic Centre developed a leak and a contractor was called in to repair the leak. Upon disassembly of the sprinkler piping to repair the leak it was discovered that there is significant microbiologic corrosion in the piping which has compromised sprinkler pipe walls leading to pinhole leak(s) and reducing the flow capacity of the piping. Work planned 2022 with a phased approach. Additional budget to complete project is a part of the 2022 Capital Renewal Plan. Mar 22: Procurement of engineering design for phased replacement pending. Due to timing, Phase 1 construction anticipated to start Q2 2023. Sep 22: Engineering design awarded to SNC-Lavalin Inc. Design work has commenced, anticipate preliminary design and project construction cost estimates by end of October. Nov 24, 2022: Preliminary design options and cost estimates received. Staff report December 8, 2022. Apr 27, 2023: Construction tender issued, closed March 31. Anticipate award report to Board prior to end of April.	Carryforward	Started
35	CS	615	Donn	\$16,000	\$15,165	Operating Reserves	2021	Q4 2023		B, D, E, F, DoS, SNGD, ToG	Regional	Community Recreation Facilities - Programming Review	May 9: Project awarded in March and now underway with anticipated completion date in Q3 2022. Data collection and handover took longer than expected to produce and review. Jul 14: Public Engagement phase has been completed, analysis and review is underway. Nov 24, 2022: Project on track for completion in Q4 with an anticipated report back to the board in Q1 of 2023. Apr 27, 2023: Project will be completed in Q2 with an anticipated report to the Board in Q4.	Carryforward	In Progress 75%
36	CS	615	van Velzen	\$10,000	\$0	Operating Reserves	2023	Q4 2023		B, D, E, F, TOG, DOS, SNGD	Sechelt	Recreation Facility Maintenance - Viability of Alternate Water Source for Sunshine Coast Arena Ice Maintenance	Drought conditions and the subsequent water restrictions have delayed the scheduled ice installation at the Sunshine Coast Arena (SCA) for the past two years. The start of the 2021 fall ice season was delayed 8 days and the start of the 2022 fall ice season was delayed 60 days due to water restrictions on the Chapman water system which supplies the SCA. To mitigate the impacts of drought and water restrictions on the scheduled ice season at SCA, funding is required for engineering services to confirm the viability of and provide design of storage, plumbing system and required refrigeration plant modifications to allow for the operation of the SCA ice utilizing water from an alternate source. This proposal is for the engineering design work only which will include cost estimates to implement the storage, plumbing and refrigeration plant modifications necessary to operate the ice utilizing an alternate water source. Apr 27, 2023: Options for alternative water source being reviewed to determine best option for long term solution. Report to come before the board before the end of Q2.	Discretionary	Started
37	CS	615	Shay	\$50,000	\$25,463	BC Hydro Rebate (Grant)	2022			All	Sechelt / Gibsons	Community Recreation Facilities - Carbon Neutral Design - Recreation Facilities (BSCG)	Apr 2023: completed, awaiting final reports with revisions.	Carryforward	In Progress 75%
38	CS	625	Donn	\$10,000	\$0	Operating Reserves	2022	Q4 2023		A	A	Pender Harbour Fitness and Aquatic Centre - Storage Container	PHAFC requires an external container (sea-can) to store equipment and facility parts. Previously had been sharing an old storage container with the SD, however the SD is replacing this container with a much smaller one, and the needs of PHAFC have increased. May 9: This project requires a building permit and further coordination with the School District prior to working through the purchasing requirements and delivering to site. Project progressing with anticipated completion later in Q4. Jul 14: Work has not commenced further due to staff capacity limitations. Sep 22: Work has not commenced further, will likely result in a carryforward into 2023. Nov 24, 2022: No change from previous update. Apr 27, 2023: Staff have reinitiated work on this project and re-engaged the school district in preparation for procurement of the unit.	Carryforward	Started
39	CS	625	Donn	\$14,437	\$10,472	Taxation	2020			A	A	PHAFC Annual Fitness Equipment Replacement	October 8: Staff have identified which item is to be replaced and have received budgetary quotes for its replacement. Mar 22: PO Issued, enroute, invoice submitted. Project complete and residual funds carried-forward. Apr 27, 2023: Equipment order was placed in Q3 of 2022, however, complications with shipping resulted in delivery of the equipment being delayed until Feb 2023. Anticipate fully expending the budget in 2023.	Carryforward	In Progress 75%
40	CS	650	Clarkson	\$50,000	\$3,754	Taxation / Operating Reserves	2022	Q2 2023		A, B, D, E, F	Various	Community Parks - Archeological and Environmental Studies	With protocols and shared decision making processes, more due diligence in archeological assessments, management plans and other studies are becoming common practice. In 2022, this project will allow Parks to move forward on protective mitigation strategies specifically for Bakers Beach and tenure renewal on Ocean Beach Esplanade, which require AMP's and further assessments. Nov 24, 2022: Both projects have been initiated and contracts for services are now under review by both Nation's Chief and Council. Once approved, project will proceed accordingly. Apr 27, 2023: Project complete. SCRCD has received archaeological impact assessments and plans for both Baker Beach and Ocean Beach Esplanade Parks. Recommendations for OBE are for further study and planning should SCRCD propose future site alterations. Culturally significant findings at Baker Beach Park, dictate further site analysis by shisháhl Nation. Currently scheduling follow up field review. Final invoices being processed and will be captured next BPSR update.	Carryforward	In Progress 75%
41	CS	650	Clarkson	\$18,800	\$0	Taxation	2023	Q2 2024		A, B, D, E, F	Regional	Community Parks - Sunshine Coast Sports Fields Strategy	At the Inter-governmental meeting on March 30, 2022, SCRCD surfaced the idea of conducting a collaborative sport field strategy study in 2023. Within the Sunshine Coast, five separate entities own and maintain an inventory of sport fields, yet serve the same customers (SCRCD, ToG, DoS, Songdo, SD46). At times, community satisfaction with sports fields has been very low. The intent of a joint sports field strategy would be to provide a long-term vision for the provision of field sport amenities on the Sunshine Coast, including guiding relationships with community groups, supporting effective programming decisions, and addressing the sustainability of field assets. It would provide direction for the provision of sport field infrastructure over the next 10-15 years that includes considerations for growth, standards, and industry trends to guide future decision making. The SCRCD is willing to take a leadership role to support and guide the planning in collaboration with the other jurisdictions. The budget proposed represents the proposed SCRCD contribution to the total budget, with each jurisdiction contributing to the total cost (estimated to be \$40,000). Grants will also be explored. Apr 27, 2023: Not started.	Discretionary	Not Started

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42	CS	650	Gagnon	\$4,473,649	\$53,136	ICIP Grant / Various	2021	Q2 2027		A, B, D, E, F	B	Community Parks - Coopers Green Hall Replacement / Upgrade	Architect revising design to meet net zero readiness and completing energy modelling. Detailed design and development of construction documents in Q1 2022. Updating geotechnical work and surveys. Monthly meetings with community association to develop operating business plan and budget. Mar 22: Design complete, with the exception of the septic, which is delayed waiting for permits. Currently awaiting updated Class B estimate. Electoral Area Services Committee report on May 19 updated the Board and direction received. Jul 14: additional construction budget approved in May. Working to complete tender documents by fall 2022. Sep 22: Recent geotechnical review indicates a change in site parameters which significantly impacts the feasibility of the design. A report to update the Board on next steps anticipated in Sept/Oct. Nov 24, 2022: Board report referred to November 24 meeting. Apr 27, 2023: Board resolution to explore alternative project site at Connor Park. Staff to provide updates to Board as project progresses. First update report anticipated in May 2023.	Carryforward	Started
43	CS	650	Clarkson	\$16,250	\$0	Operating Reserves	2022	Q3 2023		A, B, D, E, F	E	Community Parks - Mahan Trail Repair	Apr 27, 2023: Staff have submitted permit for works application to Sk̓wxwú7mesh Nation Rights & Title Department. Currently drafting RFQ for contracted repair services.	Carryforward	In Progress 25%
44	CS	650	Clarkson	\$5,250	\$480	Operating Reserves	2022	Q3 2023		A, B, D, E, F	Various	Community Parks - Suncoaster Trail Sign Repair	Apr 27, 2023: Staff have submitted permit for works application to shíshááh Rights & Title Department. Currently preparing contracts for required PAFR. Nation has advised they are preparing archaeological quote for required services.	Carryforward	In Progress 50%
45	CS	650	Clarkson	\$15,000	\$4,119	Operating Reserves	2021	Q4 2023		A, B, D, E, F	B, D, E, F	Community Parks - Suncoaster Trail (Phase 2) Community Trail Project	Decommissioning a steep fall-line trail, re-routing a sustainable grade switch back trail, rebuilding two sections of boardwalk. Funding supports any archeological related costs, the acquisition of materials, and staff time organizing the event. Sep 22: Preliminary project approvals from BC RSTBC completed. Staff awaiting project work until RSTBC aligns its own fall project for Big Tree Rec Site. Project will be delivered within same timeframe and scope. Currently designing project and ordering all materials. Nov 24, 2022: Staff support a volunteer event with CMBTA and Community Forest, occurring concurrently with an RSTBC improvement project at Big Tree Rec Site. Approvals from land manager in place under partnership agreement maintenance scope. Parks Operations coordinating materials and labour to support initial project planning and preparation. Final piece of the project includes a trail re-routing project, if sufficient funds remain. Nearing completion. Apr 27, 2023: Project temporarily delayed in 2022, in order for RSTBC land manager to receive final permit from Nation. Approvals received and project is proceeding now. Continued conversations with community partner CMBTA, to build the planned improved structure over a sensitive wetland area. Parks operations is looking to support project logistics, when capacity permits. All materials have been purchased and are currently in storage at SCRD's Mason Road facility. Project approved through RSTBC and PAFR costs supported through RSTBC land manager.	Carryforward	In Progress 50%
46	CS	650	Clarkson	\$40,000	\$0	Operating Reserves	2021	Q4 2023		A, B, D, E, F	F	Community Parks - Bike Park / Pump Track Development at Sprockids Park	Partnership opportunity with Coast Mountain Bike Trail Association. Mar 22: Met with partner CMBTA in Q1 and discussed preliminary next steps. RFP for consultation services slated for development mid Q2. May 9: CMBTA has undergone some changes to directorship. RFP for consultation services slated for development mid Q2 2022. Anticipate tender late summer 2022. Jul 14: Staff working with CMBTA on development of scope of the project. Sep 22: CMBTA capacity is limited at this time, therefore the project is delayed. Staff will meet with club in Q3 to discuss willingness to become further engaged and finalize project details. Nov 24, 2022: After further discussions with CMBTA, the project continues to be on hold due to capacity limitations. Apr 27, 2023: Community group has reaffirmed engagement in the project. RFP developed and in process to tender with Purchasing.	Carryforward	In Progress 25%
47	CS	650	Clarkson	\$38,000	\$0	Operating Reserves	2022	Q4 2023		A, B, D, E, F	D	Community Parks - Cliff Gilker Planning (Consulting Fees)	Apr 27, 2023: RFP published Apr 5.	Carryforward	In Progress 25%
48	CS	650	Clarkson	\$32,500	\$0	Operating Reserves	2022	Q4 2023		A, B, D, E, F	E	Community Parks - Chaster House and Pedestrian Bridge	Apr 27, 2023: RFP published Apr 5.	Carryforward	In Progress 25%
49	CS	650	Clarkson	\$53,187	\$0	Taxation	2022	Q4 2023		A, B, D, E, F	B	Community Parks - Capital Asset Renewal	Mar 22 update: Concrete repairs at Coopers Green Park Boat Ramp delayed in 2021 due to staff capacity, however expected to commence in Q2 2022 and be completed by the end of Q3. Jul 14: progress delayed due to staff capacity, will not commence until later in Q3. Nov 24, 2022: Confirming with BC MFLNRO on available environmental window to perform minor repairs and then will proceed with tendering the work to align with approved timing. General Expenditures and garbage receptacles added. Apr 27, 2023: No change.	Carryforward	Started
50	CS	650	Clarkson	\$120,000	\$0	Taxation	2023	Q4 2023		A, B, D, E, F	F Islands	Community Parks - Keats Island Trail Erosion Mitigation (Rosemary Lane) (0.033 FTE)	Storm water drainage over time, and further impacted by last years atmospheric river event, has led to significant eroding and instability of the slope adjacent to the trail leading down to Wreck Beach (Keats Island). This project is to address geotechnical concerns related to slope-based erosion within SCRD Park boundaries and directly adjacent to private property and infrastructure. The project is being proposed as high priority, due to potential imminent risks to public safety and property. Associated costs include altering and adjusting the slope, erosion control blanket, ditching, and revegetation. Further ongoing operating costs to provide limited service levels (quarterly visits to inspect and conduct basic maintenance of the area) are included as 2024 \$4,500 for 0.033 FTE). Apr 27, 2023: Scope of work finalized. Communication has occurred with Sk̓wxwú7mesh Nation. Permit for works under development.	Discretionary	Started

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51	CS	650	Clarkson	\$21,500	\$0	Taxation	2023	Q4 2023		A, B, D, E, F	Regional	Community Parks - District Lot 1313 Nominal Rent Tenure (NRT) Application	At the June 23, 2022 COW meeting, staff were delegated to explore budgetary implications of applying for nominal rent tenure (NRT) for DL 1313, as well as the associated Parks planning implications of this process to develop a budget proposal for the 2023 budget consideration. Considerations for the application include the development of a parks management plan, Nation and community engagement, and related fees. If the tenure application is approved, there may also be future costs which would be brought forward during future budgets for consideration at that time. Apr 27, 2023: Staff have reviewed provincial tenure applications information, and have notified Communications of the upcoming need for public engagement. Currently drafting notice of intent and request for recommendations, to be submitted to Sk̓wgwú7mesh Nation.	Discretionary	Started
52	CS	650	Gagnon	\$62,263	\$21,874	Gas Tax	2016	Q4 2024		A, B, D, E, F	B	Community Parks - Coopers Green Park - Hall and Parking Design Plans	Approval from MoTI for parking on road right of way received in 2016. Application for parking variance approved by Board of Variance (2016-Sep-30). Working with civil engineer to complete a table top study to update the site plan to include considerations for traffic flow, parking, active transportation. Plan to include cost estimates and phasing. Anticipate a report to update the Board in Q1 2022. Mar 22: desk top study currently underway but not complete. Anticipate an update in Q2. Nov 24, 2022: On hold until site for Hall is confirmed. Apr 27, 2023: No change.	Carryforward	In Progress 50%
53	CS	650	Gagnon	\$300,000	\$0	Capital Reserves	2020			A, B, D, E, F	Sechelt	Community Parks - Building (Replacement / Upgrade)	Project Brief in development. Options for consideration given pandemic response and guidelines. Mar 22: On hold until further exploration of Mason Yards planning is complete. Nov 24: No change. Apr 27, 2023: No change.	Carryforward	Not Started
54	CS	665	Clarkson	\$75,000	\$911	Capital Reserves	2021	Q2 2024		B, D, E, F	D	Bicycle and Walking Paths - Lower Road Retaining Wall Repair Resolution #079/21 from March 11, 2021 Line 59 & 60 are same project	Engineered mitigation of a retaining wall adjacent to a bike lane. Consultant provided Geotechnical report with design/construction options. Jul 14: Working with Fortis and Engineer to finalize construction design, determine scope of impact, riparian considerations, archaeological and environmental sensitivities, as well as an updated cost estimate. Sep 22: Conceptual design supported by Fortis, and new cost estimate received which exceeds approved budget. 2023 budget proposal being prepared. Nov 24, 2022: No change from previous update. Apr 27, 2023: Currently awaiting MoTI approval of design plans. RFP is being drafted for early Q2.	Carryforward	Started
55	CS	665	Clarkson	\$526,771	\$0	Gas Tax / MoTI Cost Share possible	2023	Q2 2024		B, D, E, F	D	Bicycle and Walking Paths - Lower Road Retaining Wall Budget Increase (0.009 FTE) Line 59 & 60 are same project	Apr 27, 2023: Currently awaiting MoTI approval of design plans. RFP is being drafted for early Q2.	Discretionary	Not Started
56	CS	680	Clarkson	\$33,500	\$19,436	Operating Reserves	2020	Q3 2023		A, B, D, E, F	D	Dakota Ridge Recreation Service Area - One-Time Minor Capital - Upgrades and Renewal	One-time minor capital expenses to build a new roof on storage shed, new covered area on warming hut, signage upgrades, new visitor entry stairs, a new pass printer, and a new pull-behind grooming attachment. Parks planning and operations working on the design, purchase and install of minor capital items in Q2 2021. Mar 22: staff capacity and other priorities delayed this project in 2021. Project planning will continue and staff anticipate completion in late Q3. May 9: New grooming drag has been purchased and ordered. Expect delivery summer 2022. New kiosk signage and storage shed will be underway early summer 2022. Jul 14: May 9 update error - the grooming drag has not been ordered. Progress on these projects is delayed due to staffing capacity. Sep 22: RFQ issued late Q2 for structural engineering design work on storage container roof solution. Nov 24, 2022: Finalizing the design for the new main entry kiosk signage. Supplier has updated that the new grooming drag is being manufactured and will be shipped as soon as possible. Revisiting a solution for storage. Apr 27, 2023: Grooming drag attachment purchased and received in Feb 2023. Kiosk signage design underway and almost completed through work with GIS staff. Working with Finance to ensure assets can be captured and capitalized.	Carryforward	In Progress 25%
57	CS	680	Clarkson	\$22,000	\$0	Operating Reserves	2020	Q4 2023		A, B, D, E, F	Regional	Dakota Ridge Snowmobile Replacement and UTV Repair	Replacement of snowmobile unit 417 and repair of UTV unit 506 proceed with funding of up to \$29,000 from Dakota Ridge [680] operating reserve. UTV repairs complete. Snowmobile procurement underway: supply chain delays in 2020-2021. Mar 22: Further supply chain delayed this project in 2021. Working with Purchasing to explore options in order to expedite delivery of equipment. Expected Q4 2022. May 9: Deposit has been made on the new snowmobile. Supply chain delays will mean that new unit is not delivered and paid for fully until Q2 2023. Nov 24, 2022: Supply chain issues delaying delivery. New snowmobile also anticipated for delivery 2023. Only available inventory and delivery option. Apr 27, 2023: Snowmobile is ordered and is slated for delivery in fall 2023.	Carryforward	In Progress 75%
58	CS	114 / 310 / 312 / 365 / 366 / 370 / 650	Perreault / Shay / Gagnon	\$70,000	\$0	Operating and Capital Reserves / Grant	2022			All	Sechelt / Gibsons	Various Functions - Corporate Electric Vehicle (EV) Charging Stations (Phase 2) (BSCG)	Apr 2023: RFP Drafted. Phase 2 involves: • electrical system assessments of Mason Road and Field Road sites; • electrical system upgrades of the Field Road site which could involve a new subpanel on the IT building with conduit from the main electrical room or separating the Search and Rescue (SAR) building from the Field Road building and SAR. Discussions started for greater integration with other Field Rd and Mason Rd planning and retrofit work.	Carryforward	Started
59	CS	310 / 312	Kidwai	\$10,500	\$0	Reserves	2022	Q3 2023		All	Sechelt	Public Transit / Maintenance Facility (Fleet) - Pressure Washer Replacement (CM-IAF)	The pressure washer, heavy duty equipment used for daily cleaning of fleet, has reached the end of its useful life Jul 14: RFQ closed May 20 with no successful bidders. A 2nd RFQ created and sent on June 30. Purchase and install proposed for Q3 or Q4. Sep 22: RFP closed and work should proceed and be completed prior to end of Q3. Nov 24, 2022: Unable to secure a vendor to supply/install a natural gas pressure washer due to no bid received. Will need to revisit the project when new manager begins and determine an alternate solution. Apr 27, 2023: Working with procurement to issue two RFP's (one to supply the equipment and another to install).	Carryforward	In Progress 50%

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60	CS	310 / 312 / 370 / 650	Gagnon	\$42,500	\$14,795	Operating Reserves	2022	Q3 2023		All	Sechelt	Various - Mason Rd Lease Renewal and Site Plan Implementation (0.20 FTE Temporary Project Manager) (M-BC)	Negotiation of the lease renewal at Mason Yards with Crown and First Nations as well as expansion options, likely Transit service expansion. Proposal for an internal staff member for project management (including contract management and coordination internally and with other agencies) and procuring a consultant to support the implementation of the initiative. May 9: request to renew current lease for Mason Yards submitted to province. In discussions to partner with BC Transit to complete a master plan strategy for transit infrastructure long term needs. This will inform planning for Mason Yards. Sep 22: Lease renewal application submitted to Province in July. Expansion planning project being awarded and should kick off October 2022 with a projected completion date end of Q1 2023. Project being cost shared with BCT. (Budget \$75,000 - Actual \$42,500) Nov 24, 2022: Expansion study awarded, consultant reviewing site plans and documentation, workshop with staff/BCT/consultant on November 2. Project on course for completion by end of Q1 2023. Apr 27, 2023: Project continues to progress. Several meetings held with BC Transit, consultant and SCR. Analysis of space needs for Transit, Fleet, Utilities and Parks completed 10 and 20 year projections. Extended timeline for completion.	Carryforward	In Progress 50%
61	CS	400 / 650	Clarkson	\$94,667	\$0	Taxation	2023			All	Regional	Community Parks and Cemeteries - Solid Waste Bylaw Implementation (0.03 FTE)	A revised Solid Waste Bylaw was adopted that provided thresholds for the percentage of food waste and food soiled papers permitted in landfill waste disposal effective November 1, 2022. This project provides for the capital investment required to replace and/or add new waste receptacles throughout the various parks and cemetery) to align with the bylaw and provide for the separation of waste and compostable materials where appropriate. It includes a capital investment for additional receptacles (\$67,000), an education and public awareness campaign (\$20,000), as well as a budget lift for ongoing operating costs for the additional receptacles (\$16,000 higher service level in summer months). Apr 27, 2023: Required archaeological assessment completed. Project approval on sNGD lands pending. Skwxwú7mesh Nation works permit submitted and reviewed. Required PAFR procured mid-April.	Discretionary	In Progress 25%
62	IS	350	Sole	\$206,905	\$20,044	MFA 5-Year / Taxation	2021			All	Regional	Regional Solid Waste - Power Supply Repair Sechelt Landfill including Interim Operating Costs	The current propane generator that is used to supplement the solar-based power system for the Sechelt Landfill has failed mid-February 2021. The site is currently using a diesel generator on a temporary hook up until a new generator is procured and installed. Power is required for the scale, computer and telephone for example. Development of RFP and SRW for connection to BC Hydro grid has been initiated	Carryforward	In Progress 50%
63	IS	350	Sole	\$175,000	\$154,484	Taxation	2020			All	Regional	Regional Solid Waste - Future Waste Disposal Options Analysis Study (Phase 1)	Results of Part 1 and 2 were presented at January 20, 2021 Special Infrastructure Services Committee meeting. Results Part 3 were presented at July ISC meeting. RFP for feasibility study for one additional site and second opinion on landfill siting options did not resulting in securing contractor. Results will be presented late Q4 2022 or early Q1 2023	Carryforward	In Progress 75%
64	IS	350	Shoji	\$96,000	\$6,081	Eco-Fee	2022			All	A	Regional Solid Waste - Pender Harbour Transfer Station Site Improvements - Phase I	The site inspection by an engineer in 2021 included that significant upgrades are required to this site. Phase 1 will include the urgent upgrades and the design for Phase 2. Phase 1 upgrades started and XCG Contract Amended to include design work for 2023 upgrade program.	Carryforward	In Progress 25%
65	IS	350	Sole	\$89,165	\$31,732	Taxation	2022			All	Regional	Regional Solid Waste - Regulatory Reporting for Sechelt Landfill	Mandatory Ministry of Environment reports to be prepared by the SCR's contracted engineering firm. Design, Operations and Closure Plan Update; Post-closure Operations and Maintenance Plan Update; Geotechnical and Seismic Assessment Update; Environmental Monitoring Plan Update; Hydrogeological Assessment Update; Leachate Management Update; Gas Assessment and Generation Update	Carryforward	Started
66	IS	350	Shoji	\$2,500,000	\$0	Landfill Closure Reserve Fund	2021			All	Regional	Regional Solid Waste - Sechelt Landfill Stage H+ Closure	The Design, Operation and Closure Plan (DOCP) requires that the landfill be progressively closed as it reaches its final height, in areas that will no longer receive waste. Stage H+ represents an area that has reached its fill capacity based on height and now requires closure. Project deferred until Contact Pond relocation options analysis is completed. XCG contract amendment completed to include design work, which will be integrated with the contact pond options.	Carryforward	Started
67	IS	350	Sole	\$100,000	\$70,580	Eco-Fee	2021		1-Dec-22	All	Regional	Regional Solid Waste - Waste Composition Study	Conduct a waste composition study of residential garbage collection, drop-off bins at Pender Harbour Transfer Station and Sechelt Landfill and commercial garbage delivered to the Sechelt Landfill. Study would occur at two points in 2021 and will support the evaluation of the implementation of new organics diversion services and guide the SWMP update (incl. waste disposal post landfill closure). Delayed until 2022.Both audits were completed and a summary report, with recommendations, be presented to the Board in Q1 2023	Carryforward	In Progress 75%
68	IS	350	Sole	\$150,000	\$3,981	Taxation	2021			All	Regional	Regional Solid Waste - Future Solid Waste Disposal Option Study (Phase 2)	Development of preliminary design, cost estimates and advance the confirmation of the feasibility of a new landfill and transfer station. Scope will depend on findings Phase 1.	Carryforward	Not Started
69	IS	350	Sole	\$150,000	\$6,681	Eco-Fee	2021			All	Regional	Regional Solid Waste - Solid Waste Management Plan Update	RFP was awarded in Jun 2022. Work will begin Summer 2022, for engagement in early 2023.	Carryforward	Started
70	IS	350	Sole	\$48,000	\$0	Taxation	2023			All	Sechelt	Regional Solid Waste (Sechelt) - Sechelt Landfill Interim Power Supply	Due to asset failure of the power supply system, the site has been running off a generator 24 hours a day. Given that the generators are required to run 24 hours a day to meet regulatory requirements (electric bear fence) and to protect our assets, two generators are required so that a backup is on site. The Regional District completed a Sechelt Landfill Power System Assessment in June 2021 and will move to a connection with the BC Hydro grid in the coming years. However, generators will be required to provide power on an interim basis until that project is complete.	Non Discretionary	Not Started
71	IS	350	Sole	\$87,000	\$0	MFA Loan	2023			All	Sechelt	Regional Solid Waste (Sechelt) - Sechelt Landfill Power System Replacement	Board direction to pursue a direct connection to BC Hydro grid and our budget for the project was increased to \$212,000. With \$194,000 remaining in the budget and \$20,000 slated for the purchase of the generator from SCR. Utilities services the balance is \$174,000. A price estimate from BC Hydro to complete the install is \$225,000. It is anticipated that an additional \$10,000 in tree services will be required plus an addition \$20,000 for contingencies and \$6,000 to install an automatic transfer switch to the generator. The total budget required for the project comes to \$261,000 - shortfall of \$87,000.	Non Discretionary	Not Started
72	IS	350	Sole	\$32,000	\$0	Taxation	2023			All	Sechelt	Regional Solid Waste (Sechelt) - Sechelt Landfill Aggregates	The Sechelt Landfill's primary driving surface is road base, thus, a supply of material is required for ongoing repairs and maintenance of the access road to the active face, the perimeter road and the public drop off areas. These areas are impacted by snow and rain throughout the year and the road base material is used to ensure the surfaces remain safe for contractors, staff and the public.	Discretionary	Not Started

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73	IS	350	Sole	\$35,000	\$0	Taxation	2023			All	B Islands and F Islands	Regional Solid Waste - Islands Clean-Up (Additional Funding - Base Budget)	SCRD Island residents do not receive regular garbage collections services. Islands Clean Up has been established by SCRD to provide annual collection events on Keats, Gambier, Thormanby, Trail, Nelson and Hardy Islands. The third year of the 3-year contract with Mercury Transport to provide the barge and transport services will be complete in 2022. The contract allows for a two year renewal. SCRD would like to extend the contract. The contract costs have increased 24% from 2022 primarily due to increased fuel costs.	Discretionary	Not Started
74	IS	350	Sole	\$75,000	\$0	Taxation	2023			All	Regional	Regional Solid Waste - Future Waste Disposal Option Analysis - Phase 2 (Additional Funding)	The scope of this project in 2021 was defined as: "...for the development of preliminary design, cost estimates and advance the confirmation of the feasibility of a new landfill and transfer station and will include assessments on items such as land use, land ownership, engineering, archeology, geology, ecology and regulatory framework. Public participation on these options would also be part of this project." Staff were directed to undertake a second opinion to confirm the landfill siting options identified in Phase 1. As such, confirmation of the feasibility landfill sites can be considered to be part of the scope of the Phase 2 project, this work is currently funded from the Phase 2 budget. Consequently additional funding is required to complete the original deliverable of this Phase 2 project.	Discretionary	Not Started
75	IS	350	Sole	\$140,000	\$0	Taxation	2023			All	Regional	Regional Solid Waste - Green Waste Program (increased tonnages)	Green waste can be dropped off at the South Coast Residential Green Waste Drop-off Depot, Pender Harbour Transfer Station, and Salsish Soils (on behalf of the Sechelt Landfill) as well as two commercial sector green waste drop-off locations. The green waste recycling program consists of two components: Green Waste processing and Green waste hauling. The actual total annual costs for green waste processing are based on the tonnage received at the SCRD green waste drop-off locations. An increase to the green waste tonnage the SCRD receives, which requires processing into compost, results in higher contracted costs.	Discretionary	Not Started
76	IS	350	Sole	\$765,000	\$0	MFA Loan	2023			All	A	Regional Solid Waste (Pender Harbour) - Pender Harbour Transfer Station Upgrades (Phase 2)	Due to degradation to the infrastructure, beyond the scope of available staffing resources XCG conducted a fulsome site assessment and recommended that a complete redesign and construction is necessary to address the numerous issues. Phase 1 of the proposed action will take place during Q3 and Q4 of 2022, the budget has been approved during the 2022 budget proposals. The purpose of this proposal is to fund the completion of phase 2 of the Pender Harbour Transfer Station Site upgrades.	Discretionary	Not Started
77	IS	350	Sole	\$50,000	\$0	Taxation	2023			All	Sechelt	Regional Solid Waste (Sechelt) - Sechelt Landfill Extending Useful Life	In 2021 SCRD staff identified an opportunity to increase the lifespan of the Sechelt Landfill by 3 to 5 years. This project involves the relocation of the contact water pond, which is responsible for managing water that comes in contact with solid waste. To meet construction timelines a budget must be established for all professional fees and construction of the new contact water management system in 2023. Construction must take place in summer 2024; therefore, the budget must be approved 6 months prior to fit within procurement deadlines.	Discretionary	Not Started
78	IS	350	Sole	\$136,000	\$0	Operating Reserves	2023			All	Sechelt	Regional Solid Waste (Sechelt) - Biocover Feasibility Pilot Phase 2 (Additional Funding)	A biocover is a type of final cover applied to landfills that is designed to oxidize methane emissions into carbon dioxide to reduce greenhouse gas (GHG) emissions. A Phase 1 Feasibility Study was undertaken in 2020 and concluded a biocover would provide economic benefits to the SCRD, the community, and provide significant GHG emission reductions. In March 2021, a budget of \$150,000 to conduct Phase 2 was adopted. Phase 2 will involve a pilot study where a biocover will be added to small portion of the Sechelt Landfill and monitored over a one-year period. Before posting the RFP for Phase 2, staff conducted a review to confirm the availability and approximate cost of identified biocover materials. Staff identified the approved \$150,000 budget is not sufficient to cover both the consulting fees and the materials for the pilot. Justification: The initial budget request did not take the cost of materials into account. Further, consulting fees and material costs have increased. Project completion is not possible with the current approved budget.	Discretionary	Not Started
79	IS	351	Sole	\$10,000	\$0	Taxation	2021			All	A	Regional Solid Waste - Traffic Control Lights for Pender Harbour Transfer Station	Purchase and installation of a new generator for the Pender Harbour Transfer Station as current generator is failing. Generator is used as back-up power for the site. Procurement initiated and bids are currently being reviewed.	Carryforward	Not Started
80	IS	352	Shoji	\$150,000	\$0	Taxation	2021			All	Sechelt	Regional Solid Waste - Biocover Feasibility Study - Phase 2	Phase 2 Study to be initiated to determine the feasibility of utilizing a Biocover during the final closure of the Sechelt Landfill instead of traditional fill as cover. Biosolids supply agreement with District Sechelt signed. 2023 Budget proposal for additional funding for material costs approved. RFP will be issued in Q2 2023.	Carryforward	Started
81	IS	365	Walkey	\$2,500	\$0	Operating Reserves	2020	21-Dec-21		A and SNGD	A	North Pender Water System - Confined Space Document Review	A qualified professional is required to review and update the SCRD Confined Space Documents. Staff need to develop tender documents to begin this process. These documents are being reviewed.	Carryforward	Started
82	IS	365	Misiurak	\$95,000	\$11,029	Operating Reserves	2020	1-Sep-23		A and SNGD	A	North Pender Harbour Water Service - Water Supply Plan	In preparation of the Comprehensive Regional Water Plan (2013) the SCRD had a consultant prepare a hydraulic model of the distribution systems within the Regional Water system. These models have been used by the consultant to perform analyses for small areas when asked by the SCRD or developers. The model is not up-to-date and hence is not able to perform system wide analyses as required for development of a new Strategic Water plan for the water systems within the Regional Water system. Public participation will be conducted as part of the development of each of those	Carryforward	In Progress 50%
83	IS	365	Misiurak	\$850,000	\$0	Capital Reserves / Gas Tax	2022	1-Aug-24		A and SNGD	A	North Pender Harbour Water Service - North Pender Harbour Watermain Replacement (M-BC)	Replacement of the existing 100 mm asbestos cement water main on Panorama Drive with a 200 mm ductile iron water main. This section was selected for replacement as means of improving system reliability and improving fire protection to the more than 70 homes that front Panorama Drive. It has also been subject to several leaks of the past years, resulting in disruption to service and response from SCRD Utilities staff. Due to staffing shortage, Project will be initiated late Q2 2023 for tendering.	Carryforward	Started
84	IS	365	Walkey	\$125,000	\$0	Gas Tax	2020			A	All	North Pender Harbour Water Service - Emergency Generator	The purchase of a generator for the North Pender system that can provide emergency backup energy to operate the Garden Bay Pump Station is required. The engineering specifications for the purchase and installation of this generator has been combined in a tender with the Garden Bay Feasibility study and will be awarded in May, 2022. Completion of specifications expected in Q4 2022. This engineering will enable a tender to be issued for the purchase and installation of the generator. SCRD has received a final report and expect to begin work on the generator project in Q3, 2023.	Carryforward	In Progress 50%

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85	IS	365	Edbrooke	\$7,500	\$836	Operating Reserves	2022			A and SNGD	Regional	North Pender Harbour Water Service - Public Participation - Water Supply Plan Development (BSCG)	In Q2 2022 staff engaged with the public on the development of a region-wide Water Strategy and will report back to the community and Board early 2023 with a draft Water Supply Strategy.	Carryforward	In Progress 50%
86	IS	365	Walkey	\$200,000	\$0	Operating Reserves	2023			A and SNGD	A	North Pender Harbour Water Service - Garden Bay Treatment Plant Improvements (Preliminary / Pre-Design Work)	The North Pender Harbour water system is supplied by Garden Bay Lake. When the weather changes the lake experiences a turnover which increases the turbidity of the water drawn from the lake. The current treatment plant does not have filtration so when turbidity events occur the facility is not capable of treating for it. Additionally, due to the lack of filtration the facility is not capable of removing organics to eliminate the creation of disinfection byproducts (DBP's) which are created when water with elevated organics is chlorinated. The SCRD does not meet the Canadian Drinking Water Quality Guidelines (CDWQG) for turbidity and DBP's at times throughout the year, this has been noted by the VCH Health officer in annual reports. This project is for preliminary engineering and pre-design which may include surveying, legal assessments, desktop conceptual design, improved estimates and/or archaeological and environmental assessments. Not started.	Non Discretionary	Not Started
87	IS	366	Misiurak	\$95,000	\$11,029	Operating Reserves	2020	1-Sep-23		A	A	South Pender Harbour Water Service - Water Supply Plan	In preparation of the Comprehensive Regional Water Plan (2013) the SCRD had a consultant prepare a hydraulic model of the distribution systems within the Regional Water system. These models have been used by the consultant to perform analyses.	Carryforward	In Progress 50%
88	IS	366	Walkey	\$5,000	\$0	Operating Reserves	2020			A	A	South Pender Water System - Confined Space Document Review	A qualified professional is required to review and update the SCRD Confined Space Documents. Staff need to develop tender documents to begin this process. These documents are being reviewed.	Carryforward	Started
89	IS	366	Walkey	\$50,000	\$36,956	Gas Tax	2021			A	A	South Pender Harbour Water Service - Treatment Plant Upgrades - Phase 2	Additional funds are required to complete some previously identified upgrades at the South Pender Harbour Water Treatment Plant including online turbidity instrumentation replacement, completion of weir automation and other upgrades that	Carryforward	In Progress 25%
90	IS	366	Walkey	\$80,000	\$0	MFA 5- Year	2021			A	A	South Pender Harbour Water Service - 2021 Vehicle Purchases	Annual replacement of aged vehicle(s); #436 truck is 12 years old, has high mileage and rust is becoming an issue. Replace with truck with similar capabilities. Vehicle ordered, expected delivery in Q4 2023 .	Carryforward	In Progress 75%
91	IS	366	Walkey	\$108,000	\$0	Gas Tax	2021			A	A	South Pender Harbour Water Service - Dogwood Reservoir: Engineering and Construction	The Dogwood Reservoir is no longer in operation due to having excessive leak rates and a deteriorating structure. This project will included the modelling analysis of the need of replacement options and/or demolition is required. Analysis of the need of replacement options and/or demolition is required. Depending on the results of the modelling analyses the scope of this project will either temporarily line the existing reservoir or fully demolish and remove the existing structure. Modelling has been	Carryforward	Not Started
92	IS	366	Shoji	\$149,500	\$117,484	Gas Tax	2021			A	A	South Pender Harbour Water Service - McNeil Lake Dam Upgrades	The dam safety improvements will consist of replacing the stop logs with a lifting device, reinstating low level outlet operation, increasing the height of the maintenance	Carryforward	In Progress 75%
93	IS	366	Walkey	\$50,000	\$12,181	Capital Reserves	2020			A	A	South Pender Harbour Water Service - Treatment Plant Upgrades	Replacement of treatment system components will allow for more efficient operation of the water treatment plant. Delays in delivery of parts.	Carryforward	In Progress 75%
94	IS	366	Shoji	\$600,000	\$0	Capital Reserves / Gas Tax	2022			A	A	South Pender Harbour Water Service - South Pender Harbour Watermain Replacement	Continuation of 2018 work, would replace the existing 150 mm asbestos cement diameter water main with a 200 mm diameter main on Francis Peninsula Road from Pope Road to Rondevieu Road. This section was selected for replacement as means of improving system reliability and protection in that portion of the South Pender Water Service Area. Project will be initiated late Q4 2023	Carryforward	Not Started
95	IS	366	Shoji	\$592,250	\$67,430	Reserves	2022			A	A	South Pender Harbour Water Service - McNeil Lake Dam Safety Improvements - Construction	The dam safety improvements will consist of replacing the stop logs with a lifting device, reinstating low level outlet operation, increasing the height of the maintenance walkway above flood lake level, installing new public access signage, a water level gauge and new dam security gate. Construction deferred until 2023 due to delays in obtaining permits and competing workload priorities. Construction budget amended to account for cost escalation. WSP Contract Amendment No.2 for Construction Management Services going to COW for approval.	Carryforward	Started
96	IS	366	Edbrooke	\$7,500	\$1,905	Operating Reserves	2022			A	Regional	South Pender Harbour Water Service - Public Participation - Water Supply Plan Development	In Q2 2022 staff engaged with the public on the development of a region-wide Water Strategy and will report back to the community and Board early 2023 with a draft Water Supply Strategy.	Carryforward	In Progress 50%
97	IS	366	Walkey	\$78,750	\$0	Gas Tax	2023			A	A	South Pender Harbour Water Service - Dam Safety Upgrades to McNeil Lake Dam (Additional Funding)	WSP Canada Inc., engineering consultant firm, completed a detailed dam safety analysis of the McNeil Lake Dam, which included design work, construction cost estimates and completion of tender ready construction documents for the upgrades to this dam. The cost estimate, due to global increases in construction costs and other inflationary increases resulted in a significant increase compared to the original construction budget for dam safety upgrades for McNeil Lake of \$515,000. WSP has recommended an additional 15% contingency on top of the May 2022 budget estimate, which increases the total projected cost to \$592,250, and represents a total project cost increase of \$78,750.	Non Discretionary	Not Started
98	IS	370	Misiurak	\$2,144,903	\$1,439,855	Reserves	2020	1-Jul-23		A, B, D, E, F and DoS	B, D, E, F, DOS	Regional Water Service - Chapman Water Treatment Plant Chlorination System Upgrade	Construction began in November 2021 and has progressed as expected. The contractor has ordered all the long lead time items. Construction of the micropile	Carryforward	In Progress 75%
99	IS	370	Misiurak	\$350,000	\$191,189	Capital Reserves / Gas Tax / DCC	2021	1-Jul-23		A, B, D, E, F, F Islands and DoS	F	Phase 1 Regional Water Service - Eastbourne Groundwater Development	Field siting of the preferred locations for the two primary wells completed in early July. First Nations consultation completed. Drilling of the three test wells have been completed and were stress tested in March. The consultant is finalizing the well testing report and a Board presentation of the results of the testing will be provided to the Board in May.	Carryforward	In Progress 50%
100	IS	370	Misiurak	\$360,000	\$283,289	Operating Reserves	2020	1-Aug-23		A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Regional Water Reservoir Feasibility Study Phase 4	First Nation Consultation complete. Drilling of the geotechnical bore holes were completed in April. Consultant will be finalizing study with a Board presentation anticipated in July.	Carryforward	In Progress 75%

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101	IS	370	Misiurak	\$200,000	\$78,310	Reserves	2018	1-Sep-23		A, B, D, E, F and DoS	B, D, DOS	Regional Water Service - Exposed Water Main Rehabilitation	Repainting of the Chapman, and Sechell Inlet Road Segments Completed. A draft tender will be issued in late Q2 for the recoating of additional water line segments.	Carryforward	In Progress 50%
102	IS	370	Misiurak	\$213,000	\$33,084	Operating Reserves	2021	1-Sep-23		A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Water Supply Plan: Regional Water System Water Distribution Model Update and Technical Analysis	In preparation of the Comprehensive Regional Water Plan (2013) the SCRD had a consultant prepare a hydraulic model of the distribution systems within the Regional Water system. These models have been used by the consultant	Carryforward	Started
103	IS	370	Misiurak	\$8,270,000	\$6,435,992	Capital Reserves / Long Term Loan	2020	1-Sep-23		A, B, D, E, F, F Islands and DoS	F	Regional Water Service - Groundwater Investigation - Phase 4B - Church Road Construction	Conditional Water License issued by the Province in December 2021. Contract awarded in January. Groundbreaking occurred on March 8, 2022. Construction began in March. Construction is underway. All the waterlines have been constructed and the majority of the roadway restorative paving is complete including the gravel path along the South side of Reed Road. The temporary water intertie into Soames water system was completed in mid Nov and is supplying supplemental water to the entire SCRD water system.	Carryforward	In Progress 75%
104	IS	370	Misiurak	\$8,355,000	\$0	User Fees	2023	Sep-23		A, B, D, E, F, F Islands and DoS	E	Regional Water Service - Church Road Well Field Project (Base Budget Increase)	Conditional Water License issued by the Province in December 2021. Contract awarded in January. Groundbreaking occurred on March 8, 2022. Construction began in March. Construction is underway. All the waterlines have been constructed and the majority of the roadway restorative paving is complete including the gravel path along the South side of Reed Road. The temporary water intertie into Soames water system was completed in mid Nov and is supplying supplemental water to the Project to be tendered in mid Q2. Construction anticipated for late 2023.	Discretionary	In Progress 75%
105	IS	370	Misiurak	\$50,000	\$11,605	Reserves	2018	1-Nov-23		A, B, D, E, F and DoS	E	Regional Water Service - Chaster Well Upgrades (Well Protection Plan - Phase 2)		Carryforward	In Progress 50%
106	IS	370	Misiurak	\$70,000	\$0	Capital Reserves	2021	31-Dec-23		A, B, D, E, F, F Islands and DoS	E	Regional Water Service - Reed Road Pump Station Zone 4 Improvements	Preliminary in house design is on hold pending completion of the water model.	Carryforward	Started
107	IS	370	Misiurak	\$375,000	\$0	Operating Reserves	2022	31-Dec-24		A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Water Supply Plan: Feasibility Study Long-Term Ground Water Supply Sources (BSCG)	In order to explore the potential of new sites in 2022/2023 the following approach is recommended: - Update 2017 desktop study with most recent information and analytical tools. - Drilling of smaller wells for increased understanding of factors such as aquifer types, depth, composition.	Carryforward	Not Started
108	IS	370	Misiurak	\$125,000	\$25,000	Operating Reserves	2021	31-Dec-24		A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Feasibility Study Surface Water Intake Upgrades Gray Creek	The flow monitoring equipment was installed in late September 2022 and has been recording flow data since that time.	Carryforward	In Progress 50%
109	IS	370	Misiurak	\$1,277,600	\$392,250	Capital / Operating Reserves	2021	31-Dec-26		A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Groundwater Investigation Round 2 Phase 3	Langdale: Test well drilling of the pilot holes completed in June . Production size test well drilling began in July with productivity testing completed in February. Consultant will be preparing a completion report summarizing the results of the well testing and will be submitted with the Water License application that is scheduled to be submitted in late Q2 to the Province.	Carryforward	In Progress 25%
110	IS	370	Misiurak	\$200,000	\$0	User Fees	2023	Dec-26		A, B, D, E, F, F Islands and DoS	Gibsons	Regional Water Service - Church Road Well Field - Compliance Monitoring	One of the conditions of our Water License for the Church Road project is to undertake several years of impact and compliance monitoring. A draft RFP is being prepared for issuance in Q2 2023.	Non Discretionary	Started
111	IS	370	Walkey	\$570,000	\$58,268	Operating Reserves	2020			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Water Treatment Plant Sludge Residuals Disposal and Planning	The Chapman Creek Water Treatment Plant produces residuals that need to be dewatered and disposed of. An RFP for short and long term planning has been awarded in May 2022 with the goal to have short term options completed by Q3 2022.	Carryforward	In Progress 50%
112	IS	370	Walkey	\$22,500	\$0	Operating Reserves	2020			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Confined Space Document Review- Regional Water System	A qualified professional is required to review and update the SCRD Confined Space Documents. Development of tender documents and RFQ in draft. These documents are being reviewed.	Carryforward	Started
113	IS	370	Walkey	\$210,000	\$58,780	MFA 5- Year	2021			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - 2021 Vehicle Purchases	Annually, infrastructure management and the fleet maintenance supervisor review the department's inventory of vehicles and make recommendations for replacement due	Carryforward	In Progress 75%
114	IS	370	Walkey	\$2,155,950	\$28,667	Capital Reserves	2020			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Water Treatment Plant UV Upgrade	The UV treatment process at Chapman Creek Water Treatment plant has reached the end of its operational life and needs to be replaced with a new UV system with	Carryforward	In Progress 25%
115	IS	370	Misiurak	\$375,000	\$114,200	Operating Reserves	2020			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Groundwater Investigation - Phase 2 (Part 2) - Langdale Well Field Development and Maryanne West Park	Additional scope added and well siting currently underway. Long-term monitoring at the Langdale creek has been completed and a draft report of the findings is under review--	Carryforward	In Progress 75%
116	IS	370	Edbrooke	\$46,500	\$0	Short Term Debt	2020			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Vehicle Purchases - Strategic Infrastructure Division	Vehicle purchase has been awarded. Awaiting delivery in 2023.	Carryforward	In Progress 75%
117	IS	370	Walkey	\$250,000	\$0	Capital Reserves	2020			A, B, D, E, F, and DoS	A	Regional Water Service - Cove Cay Pump Station Rebuild and Access Improvements	The pump station rebuild has been paused due to staffing levels. The goal is to start this project in Q4 2022.	Carryforward	Not Started
118	IS	370	Brown	\$25,000	\$15,793	Reserves	2020			A, B, D, E, F and DoS	Regional	Regional Water Service - Implementation of shishálh Nation Foundation Agreement	Resolution 266/19 No. 7 - Foundation Agreement, Current focus on transfer D 1592	Carryforward	In Progress 75%

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119	IS	370	Walkey	\$150,000	\$0	User Fees	2022			A, B, D, E, F, F Islands, SNGD, and DoS	Regional	Water Service- Utility Crew - 2 New Vehicles plus aftermarket vehicle modifications)	This budget is for two new vehicles in support of the newly hired utility services staff. Staff are investigating options to purchase available vehicles from lots.	Carryforward	In Progress 50%
120	IS	370	Walkey	\$75,000	\$0	Reserves	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Valve Stems for Selma 2 Isolation	Selma 2 reservoir is the main reservoir for the Regional Water System. Replacement of the main isolation valves and stems is required to isolate the reservoir for cleaning, entering the service water chamber to pull service water pumps and in the event of a watermain break between the reservoir and zone 1. Project on hold due to staff vacancies. Project will begin in Q3 2023.	Carryforward	Not Started
121	IS	370	Edbrooke	\$20,000	\$15,141	Operating Reserves	2021			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Water Supply Plan: Public Participation Regional Water System	In Q2 2022 staff engaged with the public on the development of a region-wide Water Strategy and will report back to the community and Board early 2023 with a draft Water Supply Strategy.	Carryforward	In Progress 50%
122	IS	370	Shoji	\$240,500	\$206,365	Capital Reserves	2021			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Chapman and Edwards Dam Improvements	Consultant 90 percent design and draft tender under review. Final Dam Safety Reports, O&M Manuals Completed and have been issued to the BC Dam Safety Officer. Final Flood Inundation downstream analysis has been completed.	Carryforward	In Progress 75%
123	IS	370	Walkey	\$225,000	\$0	MFA 5 YR Loan	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Single Axle Dump Truck Replacement	Replacement single axle Dump Truck (1996) is required due to the condition, mechanical and maintenance history and mileage. The vehicle supply has been awarded and awaiting delivery in Q4 2023.	Carryforward	In Progress 75%
124	IS	370	Walkey	\$100,000	\$0	Reserves	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Trout Lake Re-chlorination Station Upgrade	The Trout Lake re-chlorination station is aged and needs an upgrade. The work will involve the demolition and removal of existing roof along with engineering and installation of the replacement roof by contracted resources. A review of the best and most efficient way of replacing the current piping and chlorination assets will also be engineered and upgraded. Project on hold due to staff vacancies. The goal is to initiate this work in Q4 2023.	Carryforward	Not Started
125	IS	370	Edbrooke	\$30,000	\$180	Operating Reserves	2020			A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Bylaw 422 Update	Reviewing potential proposals for changes to Bylaw 422. Phase 1 was completed in Q1 2022, to update the water conservation regulations, some definitions and provisions. Phase 2 will be scoped and initiated in Q4 2022, for broader bylaw modernization.	Carryforward	In Progress 25%
126	IS	370	Shoji	\$1,000,000	\$217,270	Reserves	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Chapman Lake Dam Safety Improvements - Construction	Dam safety improvements will consist of strengthening the face and the base of the dam by adding steel reinforcement into adjoining bedrock, increasing the height of the maintenance walkway above flood lake level, installing a log boom upstream, new public access signage, a water level gauge and new dam security gate. Permitting is	Carryforward	Started
127	IS	370	Shoji	\$730,000	\$105,285	Reserves	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Edwards Lake Dam Safety Improvements - Construction	Complete the tendering and construct the dam safety improvements which will consist of replacing the stop logs with a sluice gate and a lifting device, increasing the height of the maintenance walkway above flood lake level, installing a log boom upstream, new public access signage, a water level gauge and new dam security gate. Permitting is taking longer than anticipated. Construction deferred until July 2023.	Carryforward	Started
128	IS	370	Shoji	\$9,391,750	\$0	Long Term Loan	2020			A, B, D, E, F, F Islands and DoS	Sechelt and SNGD	Regional Water Service - Meters Installation Phase 3 District of Sechelt and Sechelt Indian Government District	Construction budget amended to account for cost escalation. WSP Contract AAP successful to secure the electoral approval for the Long-Term Loan for this project. RFP to secure meter supplier/installer closed and currently in contract negotiations with preferred proponent. Project budget increase approved by	Carryforward	Started
129	IS	370	Walkey	\$74,125	\$8,299	Capital Reserves	2021		1-Nov-22	A, B, D, E, F, F Islands and DoS	Regional	Regional Water Service - Chapman and Edwards Lake Communication System Upgrade	Installation of a radio repeater to improve the reliability and create redundancy in the communication system with the lake level monitoring and control systems for Chapman and Edwards Lake. Starlink satellite installed at Chapman Lake.	Carryforward	In Progress 75%
130	IS	370	Brown	\$500,000	\$477,543	Capital Reserves	2022			A, B, D, E, F, F Islands and DoS	Sechelt	Regional Water Service - Emergency Repair Watermain Sechelt Airport	Project completed successfully. Need issuing Substantial and physical completion, following final inspection. Final close out report and building code schedules pending	Carryforward	In Progress 75%
131	IS	370	Brown	\$550,000	\$195,610	Operating Reserves	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Installation and Decommissioning of the Edwards Lake Siphon System and Drought Response Costs		Carryforward	Started
132	IS	370	Brown	\$42,800	\$0	Operating Reserves	2022			A, B, D, E, F, F Islands and DoS	Sechelt	Regional Water Service - Chapman Creek Environmental Flow Requirements Update	Request for an amended EFN (combination of 200 l/s, 180 l/s and 160 l/s) have been submitted to FLNRORD for their review. Submission to DFO will be initiated at later point	Carryforward	Started
133	IS	370	Brown	\$164,844	\$0	Operating Reserves	2022			A, B, D, E, F, F Islands and DoS	E	Regional Water Service - Reed Road Building Repair		Carryforward	Started
134	IS	370	Walkey	\$100,000	\$0	User Fees	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Siphon Removal	- Update 2017 desktop study with most recent information and analytical tools.	Non Discretionary	Not Started
135	IS	370	Walkey	\$1,905,950	\$0	MFA Loan	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Creek Water Treatment Plant UV Upgrade (Phase 2 - Construction	#NAME?	Non Discretionary	Not Started
136	IS	370	Walkey	\$65,000	\$0	User Fees	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Creek Water Treatment Plant Chlorine Gas Decommissioning	- Drill, test and analyze up to 3 additional test wells to confirm their potential water supply potential. (estimated at \$100,000 each)	Non Discretionary	Not Started
137	IS	370	Walkey	\$322,000	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Dam Safety Upgrades to Chapman and Edwards Lakes - Construction Cost Increases	#NAME?	Non Discretionary	Not Started
138	IS	370	Walkey	\$275,000	\$0	Operating and Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	A	Regional Water Service - Egmont Water Treatment Plant - Feasibility Study and Preliminary Development	Given the current workload for the Capital Project Division it's anticipated that this project could be initiated late 2022/early 2023 for completion late 2023 at the earliest.	Non Discretionary	Not Started

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139	IS	370	Walkey	\$78,500	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	E	Regional Water Service - Chaster Well Upgrades - Well Protection Plan Phase 2 - Additional Funding	The construction of Chaster well is currently in non-compliance with the Water Sustainability Act (WSA). The remaining funds (\$38,395) of the budget approved several years ago is insufficient to complete the required upgrades to be completed.	Non Discretionary	Not Started
140	IS	370	Walkey	\$135,000	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Chapman Creek Water Treatment Plant - Mechanical Equipment Upgrades	The treatment process includes a number of steps enabled by mechanical equipment to provide the high level of drinking water produced by the treatment plant. Two of the mechanical processes are the addition of soda ash to adjust the Ph and the Dissolved Air Flotation (DAF) tanks to remove solids and colour from the water. General maintenance on this equipment is ongoing but full replacement and upgrading is required. Project is for contracting an engineering consulting firm to recommend and design an upgrade/replacement solution for the soda ash system and the purchase and installation of replacement components for both the soda ash and DAF system. It may also require hiring a contractor to assist SCRD staff with installation efforts as needed.	Non Discretionary	Not Started
141	IS	370	Walkey	\$220,000	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	D	Regional Water Service - Exposed Watermain Rehabilitation Chapman Intake Line - New Project	In the spring of 2022, a structural assessment of the primary Chapman Water Intake transmission line was completed and the results of the inspection revealed the presence of corrosion and deterioration of the supporting steel waterline trestle structure is present. The steel trestle structure was constructed as part of the original water intake line some 30 plus years ago and the aging structure is in need of considerable maintenance as none had ever been completed since its original construction.	Non Discretionary	Not Started
142	IS	370	Walkey	\$250,000	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	sNGD	Regional Water Service - Secheit Nation Government District - Zone Metering	As sNGD is not installing water meters, zone metering of sNGD areas is required to analyze water use for the Chapman Water System.	Discretionary	Not Started
143	IS	370	Walkey	\$375,000	\$0	Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	Various	Regional Water Service - Generator(s) Purchase for Various Sites	Utilities has two mobile generators which are well beyond their useful life and have high hours. These need to be replaced to maintain water supply in various areas where power outages are less impactful. Sandy Hook pump station requires a generator to ensure the Sandy Hook area always receives water. Egmont WTP requires a generator to maintain water flows depending on time of year and demand.	Discretionary	Not Started
144	IS	370	Walkey	\$1,200,000	\$0	Gas Tax / Capital Reserves	2023			A, B, D, E, F, F Islands and DoS	F	Regional Water Service - Eastbourne Groundwater Supply Expansion (Phase 2)	Currently, the Eastbourne water system on Keats Island serves permanent and seasonal customers and the water system has a pumping and supply capacity limitation including a residential fire flow deficit. During the peak summer months there have been instances in which the residential customers have run out of water. The system also has inadequate fire protection storage capabilities, and lacks any water supply redundancy as the existing primary water well and pumps cannot be taken out of service as there is not any backup to them. This project is to enable the development of the wells, tie in and construction required to connect these wells to the existing Eastbourne system.	Discretionary	Not Started
145	IS	381	Walkey	\$5,000	\$3,160	Reserves	2022			A	A	Greaves Road Waste Water Plant - Septic Field Repairs	A 2020 feasibility study identified that the west septic field at Greaves WWTP has severe root intrusion and clogging in 2 of 4 laterals that will be addressed. Jetting and cleaning of two runs were completed while the two remaining runs may need to be replaced entirely due to excessive roots. Trees within 3m to 5m will be removed to prevent further root intrusion in Q4 2022.	Carryforward	In Progress 50%
146	IS	382	Shoji	\$5,964	\$0	Operating Reserves	2020			E	E	Woodcreek Park Waste Water Treatment Plant - Inspection Chamber Repairs	This work to be rolled into the larger plant upgrade project scope.	Carryforward	Not Started
147	IS	382	Shoji	\$968,591	\$949,673	Operating Reserves / Gas Tax	2021			E	E	Woodcreek Park Wastewater Treatment Plant – Collection System Designs	In Apr. 2022, the SCRD was notified of the successful grant selection by the Province in the amount up to \$769,000. At the Jun. 23, 2022 Board meeting, the Board approved entering into a contract with the Federal Government for this grant in the amount of \$769,000 of which the SCRD's match would be up to \$200,000 funding from the following sources: \$25,000 capital reserves, \$75,000 operating reserves and \$100,000 short term debt if needed. Engineering services contract awarded to Integrated Sustainability and kick-off meeting held April 3, 2023.	Carryforward	Started
148	IS	383	Walkey	\$7,500	\$0	Operating Reserves	2023			E	E	Sunnyside Wastewater Treatment Plant - Feasibility and Planning Study	A feasibility study will help Asset Management and Infrastructure Services to develop and update the capital planning documents that inform decision making and rate determination. The Sunnyside wastewater service area includes infrastructure such as collection piping, septic tanks and disposal fields that are approaching the end of their useful lives (in some cases) and this study will help the SCRD to develop a better understanding of the costs and timelines associated with the renewal of the infrastructure. In addition, legal consultation will further help the SCRD in determining what options exist in regards to the site and ownership and/or use considerations. Feasibility studies improve the success rate of receiving grants which will assist the users with associated costs.	Discretionary	Not Started
149	IS	384	Walkey	\$12,500	\$0	Operating Reserves	2023			B	B	Jolly Roger Wastewater Treatment Plant - Feasibility and Planning Study	The Jolly Roger Wastewater Treatment Facility is located on Mercer Road in Halfmoon Bay. The Jolly Roger treatment facility services the Secret Cove Landing (formerly Jolly Roger) development and is a sequencing batch reactor activated sludge system that discharges into an ocean outfall. Similar to the 2020 Feasibility Studies for Greaves, Merrill and Langdale, an Asset Management Plan action item for Jolly Roger is to hire an engineering consulting firm to evaluate the existing infrastructure and site conditions at the Jolly Roger wastewater system and to recommend options for future improvements, upgrades and/or replacements of the treatment facility and collection system. A feasibility study will help the Asset Management Department and Infrastructure Services Division develop and update the capital planning documents that inform decision making and rate determination. Feasibility studies also improve the success rate of receiving grants which will assist the users with associated costs.	Discretionary	Not Started

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150	IS	385	Walkey	\$12,500	\$0	Operating Reserves	2023			B	B	Secret Cove Wastewater Treatment Plant - Feasibility and Planning Study	The Secret Cove Wastewater Treatment Facility is located on Secret Cove Road in Halfmoon Bay and services the marina, restaurant and residential properties within the development. The facility is a sequencing batch reactor activated sludge system that discharges into an ocean outfall. Similar to the 2020 Feasibility Studies for Greaves, Merrill and Langdale, an Asset Management Plan action item for Secret Cove is to hire an engineering consulting firm to evaluate the existing infrastructure and site conditions of the Secret Cove wastewater system and to recommend options for future improvements, upgrades and/or replacements of the treatment facility and collection system. A feasibility study will help Asset Management and Infrastructure Services to develop and update the capital planning documents that inform decision making and rate determination. Feasibility studies also improve the success rate of receiving grants which will assist the users with associated costs.	Discretionary	Not Started
151	IS	386	Walkey	\$20,000	\$6,150	Operating Reserves	2020			A	A	Lee Bay Wastewater Treatment Plant - Collection System Repairs	During CCTV review a pipe segment and manhole have been identified in the collection system needing repairs. Staff workload has delayed further work on this project.	Carryforward	In Progress 25%
152	IS	387	Walkey	\$14,677	\$1,088	Operating Reserves	2020			B	B	Square Bay Waste Water Treatment Plant - Infiltration Reduction (Started 2019 - 2020 portion)	Staff are proceeding with repairs and upgrades to the collection system to reduce infiltration. Further analysis of various sections of collection system is underway. Phase 2 Two sections of the collection system identified with infiltration were repaired on Susan Way drastically reducing the infiltration of ground water. More inspections of the collection system during rain events will take place to identify more areas for attention.	Carryforward	In Progress 75%
153	IS	387	Walkey	\$20,000	\$0	Operating Reserves	2021			B	B	Square Bay Waste Water Treatment Plant - Square Bay Infiltration Reduction	Staff are proceeding with repairs and upgrades to the collection system to reduce infiltration. Further analysis of various sections of collection system is underway. Staff have identified additional areas and have implement the repairs.	Carryforward	In Progress 50%
154	IS	387	Walkey	\$5,000	\$0	User Fees	2023			B	B	Square Bay Wastewater Treatment Plant - Square Bay Collection System - Infiltration Reduction (Phase 1 and 2)	This project was deferred from 2022 and requesting to have reinstated in 2023. here are high infiltration rates due to aging infrastructure and a collection system that is in poor condition. These funds are used to repair the highest priority section of the collection system. Deferring a part of these funds would impact staff's ability to address these issues. Continuing with this project will address additionally incurred costs due to infiltration such as additional pumpouts and staff (over)time.	Non Discretionary	Not Started
155	IS	388	Walkey	\$261,000	\$532	Operating Reserves / Gas Tax / Loan	2022			F	F	Langdale Waste Water Plant - Remediation Project	The Langdale WWTP system is currently operating in a bypass capacity, and residential sewage is being transferred to the YMCA treatment facility adjacent to the WWTP site. This project consist of 2 phases: Phase 1 is the completion of a legal agreement with the YMCA for the combined long term management of the YMCA facility and Phase 2 consist of the decommissioning and demolition of the existing facility and the construction of a new and permanent tie in to YMCA WWTP. ICIIP Grant proposal has been submitted. Removal of the building is required to improve safety for staff, this work will take place in July/August, 2022. Further construction work will await the conclusion of the grant application process. Removal of building has been delayed until Q4 2022.	Carryforward	Started
156	IS	388	Walkey	\$21,000	\$0	Operating Reserves / Gas Tax / Loan	2022			F	F	Langdale Waste Water Plant - EOC #225989 - Building Repairs		Carryforward	Started
157	IS	393	Walkey	\$35,000	\$9,557	Reserves	2022			A	A	Lily Lake Waste Water Plant - System Repairs and Upgrades (CM-RC)	Lily Lake WWTP is out of compliance under the Municipal Wastewater Regulation due to poor effluent quality. Several repairs and upgrades have been identified to address the current performance issues. Preliminary workplan investigation underway. Materials have been ordered, design for trash tank piping has been completed. Some modifications have been made, more to come.	Carryforward	Started
158	IS	365 / 366 / 370	Misiurak	\$225,000	\$0	Operating Reserves	2022	1-Jun-24		A, B, D, E, F, F Islands and DoS	Regional	Water Service - Water Supply Plan: Feasibility Study Long-Term Surface Water Supply Sources	As per Resolution 320/20 (Recommendation 9) this budget proposal is for a desktop feasibility study to confirm the technical, regulatory, and financial feasibility of several potential long-term water supply sources, including Clowhom Lake, Sakinaw Lake, and Rainy River demand. Project to be initiated in late Q2 2023 .	Carryforward	Not Started
159	IS	365 / 366 / 370	Edbrooke	\$50,000	\$0	Operating Reserves	2021			A, B, D, E, F, F Islands and DoS	Regional	Water Service - Water Metering Program: Development of Customer Relationship Management Tool	Development of software to allow for: 1) on-line tool linked to MySCRD, 2) automatization of leak-detection and notification process and 3) improved customer support by staff.	Carryforward	In Progress 25%
160	IS	365 / 366 / 370	Edbrooke	\$40,000	\$1,384	Operating Reserves	2022			A, B, D, E, F, F Islands, SNGD, and DoS	All	Water Service - Water Rate Structure Review (Phase 1)	The SCRD begin reviewing potential rate structure options, with the assistance of a consultant, based on water use and water conservation, and seek input from the public. User-based pricing would support water conservation by raising customer awareness about water use, and detecting and resolving leaks quickly, and in general, is widely supported by the public compared to a flat rate to increase equity. RFP awarded in Q4 2023.	Carryforward	Started
161	IS	365/ 366 / 370	Edbrooke	\$60,000	\$13,951	User Fees	2020			A, B, D, E, F, F Islands, SNGD, and DoS	Regional	Metering Program 2: Water Meter Data Analytics	This work is paused due to staff shortage with the IT-division	Carryforward	Started
162	IS	365/ 366 / 370	Edbrooke	\$40,000	\$0	User Fees	2023			A, B, D, E, F, F Islands, SNGD, and DoS	Regional	Water Services - Review of SCRD Subdivision Servicing Bylaw No. 320	Bylaw 320 is outdated and requires review to ensure consistency with SCRD's practices and requirements.	Discretionary	Not Started
163	IS	365/ 366 / 370	Edbrooke	\$60,000	\$0	User Fees	2023			A, B, D, E, F, F Islands, SNGD, and DoS	Regional	Water Services - Water Rate Structure Review - Phase 2	The SCRD develop a new rate structure, with the assistance of a consultant, based on the outcome of Phase 1 and conduct a legal review of the revised bylaw. There may be additional public engagement, further to Phase 1 of this project. This work will be run in parallel with the broader Bylaw 422 update (to which there is \$20K allocated).	Discretionary	Not Started
164	IS	365/ 366 / 370	Edbrooke	\$87,000	\$0	User Fees	2023			A, B, D, E, F, F Islands, SNGD, and DoS	Regional	Water Services - Water Strategy Implementation - Development of Water System Action Plans	Develop Water System Action plans with the assistance of a consultant. Staff would benefit from consultant support to compile the technical studies/findings/recommendations together to address the needs of each water system. Strategic Objective: -Implement the Water Strategy via the Water System Action Plans for each SCRD Water Systems to ensure all SCRD water users have safe and reliable drinking water now and in the future. -Staff will use the Action Plans to guide their capital planning and work plans.	Discretionary	Not Started

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165	IS	381-395	Walkey	\$19,435	\$0	User Fees	2023			Various	Various	Wastewater Treatment Plants (Various) - Pumpout Costs	The SCRD operates and maintains 15 wastewater treatment facilities. Each facility requires removal of sludge to effectively treat the raw sewage (influent) and produce effluent that meets regulatory requirements. The hauling contractor and the District of Sechelt have increased their fees for pumping out and disposing of sludge, current base budget is not sufficient to cover the increase cost of pumpouts.	Non Discretionary	Not Started
166	IS	383 / 384 / 385 / 388 / 393	Walkey	\$20,000	\$2,351	Operating Reserves	2021			A, B, E, F	A, B, E, F	Wastewater Treatment Plants (Various) - Outstanding Right of Way	Wastewater plants and collection lines often cross private property to allow for correct alignment. Infrastructure on private land needs to be maintained and operated by the SCRD and need legal Statutory Right of Way (SROW) or easements are required. Through the Asset Management Plan development and further investigation of a number of wastewater plants and collection systems have been identified as missing these documents for various reasons. All outstanding ROW issues have been identified and staff will be communicating with property owners. Square Bay removed as per Board direction. Staff have begun working on this project.	Carryforward	In Progress 25%
167	IS	384-385	Walkey	\$22,000	\$0	Operating Reserves	2023			B	B	Secret Cove / Jolly Roger Wastewater Treatment Plants - Outfall Maintenance Phase 1	All outstanding ROW issues have been identified and staff will be communicating with property owners. Square Bay removed as per Board direction. Staff have begun working on this project.	Discretionary	Not Started
168	PD	135	Shay	\$15,000	\$0	Operating Reserves	2022			All	Regional	Corporate Sustainability Services - Green House Gas (GHG) Quantification (BSCG)	External consultants, specializing in emissions quantification, to support quantifying GHG emissions reductions of projects and potential carbon offsets. Oct 2022: RFP being finalized. In contract finalization stage.	Carryforward	In Progress 25%
169	PD	136	Shay	\$40,000	\$10,810	Taxation	2022			All	Regional	Regional Sustainability Services - Community Climate Plan Development (BSCG)	Development of community climate plan, including BARC membership (building adaptive and resilient communities) at \$20,000, public participation at \$20,000 and \$23,000 for summer student (0.33 FTE). Masters student completed co-op placement. Adaptation Community Project Team completed initial adaptation objectives and umbrella actions. Focus groups and targeted interviews started. Discussion paper and questionnaire completed for November public engagement. Oct 2022: Engagement focus groups and interviews continues and completing preparations for November public engagement launch. Draft planned for presentation in Q2.	Carryforward	In Progress 75%
170	PD	136	Shay	\$7,500	\$0	Grant	2023			All	Regional	Regional Sustainability Services - Community Climate Action Capacity Building - AVICC Membership	Memberships being processed. In Conjunction with other Community Climate Action Capacity Building Project, these memberships would provide networking, peer exchange and learning opportunities while also demanding staff time for engagement and support.	Not Recommended	Started
171	PD	136	Shay	\$510,000	\$0	Grant	2023			All	Regional	Regional Sustainability Services - Community Emergency Preparedness Fund Disaster Risk Reduction - Climate Adaptation: Coastal Flooding Project	THAT the report titled Union of British Columbia Municipalities (UBCM) Disaster Risk Reduction – Climate Adaptation Grant Application – Coastal Flood Mapping be received for information; AND THAT the Sunshine Coast Regional District (SCRD) supports the project application to the UBCM Disaster Risk Reduction – Climate Adaptation Program for development of a Coastal Flood Mapping for the SCRD and agrees to provide overall grant management.	Discretionary	Not Started
172	PD	210	Michael	\$35,000	\$30,225	Operating Reserves	2022			E, F and ToG	E, F and ToG	Gibsons and District Fire Protection - Wildfire Preparedness Gear and Equipment (LCHV)	Wildland gear for volunteer firefighters - specialized wildland coveralls and equipment for volunteer firefighters for local or Provincial wildfire events when staff or volunteers select for deployment in other fire jurisdictions. This project has started and is expected to conclude in Q2 2023 90% of the equipment has arrived, 10% still required to be ordered.	Carryforward	In Progress 75%
173	PD	210	Michael	\$150,000	\$0	Capital Reserves	2021			E, F and ToG	E, F and ToG	Gibsons and District Volunteer Fire Department - Emergency Generator	Backup power generation for both fire halls. Q1 2022 examining grant opportunities, synergy with other electrical projects. Meeting with solar association to determine energy requirements/solar feasibility Q3 2022.	Carryforward	Started
174	PD	210	Michael	\$585,000	\$0	MFA Equipment Loan	2022			E, F and ToG	E, F and ToG	Gibsons and District Fire Protection - Capital Plan Projects - Fire Truck Replacement	Replacement of frontline engine to meet Fire Underwriters Survey (FUS) requirements. Proposal to keep apparatus for reserve/wildfire deployment. Minor operating budget adjustment for maintenance, insurance and fuel. RFP scope being developed. Bid is currently out to market. Fire Commission meeting scheduled for April 18, 2023 to discuss project budget and next steps.	Carryforward	In Progress 25%
175	PD	210	Michael	\$240,648	\$20,001	Capital Reserves	2022			E, F and ToG	E, F and ToG	Gibsons and District Fire Protection - Capital Renewal Projects	Hall #1 - Lighting interior and exterior, Emergency Alarm, Gear Washing Machine, Vehicle, Ford Explorer and Hall #2 Transformer, Control Panel	Carryforward	In Progress 25%
176	PD	212	Higgins	\$130,000	\$120,358	Operating Reserves	2021			D	D	Roberts Creek Volunteer Fire Department - Training Structure	Roof installation started. Expected Completion Q3 2023.	Carryforward	In Progress 75%
177	PD	212	Higgins	\$8,500	\$0	Capital Reserves	2022			D	D	Roberts Creek Fire Protection - Capital Plan Projects	Capital plan projects from fire department 20 year capital plan. Ventilation exhaust fan.(Completion Q4). Electrical control panel. Estimate exceeded budget. Capital plan updated. 2024 Budget proposal.	Carryforward	Not Started
178	PD	212	Higgins	\$30,000	\$0	Operating Reserves	2022			D	D	Roberts Creek Fire Protection - Wildfire Preparedness Gear and Equipment	Awaiting delivery	Carryforward	In Progress 75%
179	PD	216	Daley	\$224,300	\$56,977	MFA Equipment Loan	2022			B	B	Halfmoon Bay Fire Protection - Self Contained Breathing Apparatus (M-BC)	SCBA Compressor arrived waiting for installation. Vendor Electrogas was selected, they are anticipating a 12 week delivery. SCBA has been delivered, compressor has been delivered, installed and is in service. Some minor work still to be done to upgrade the fill station.	Carryforward	In Progress 75%
180	PD	216	Daley	\$250,000	\$0	Taxation	2022			B	B	Halfmoon Bay Fire Protection - Fire Hall #2 Redevelopment Project	Project delivery methodology being reviewed to maximize value. Update anticipated Q1 2023	Carryforward	Started
181	PD	220	Treit	\$268,900	\$22,661	Capital Reserves	2020			All	Sechelt	Emergency Telephone 911 - Chapman Creek Radio Tower	Waiting for second geotech report. RFP for tower construction has been developed. Geotech report is complete. Development Permit being processed. RFP has been issued. Project award expected Q4 2022. Continuing to try to find a contractor.	Carryforward	In Progress 25%
182	PD	220	Treit	\$25,000	\$21,970	Taxation	2018			All	Regional	Emergency Telephone 911 - 911 Tower and Spectrum Upgrading	Applications for new repeater frequencies submitted (to improve communications). Letter of Authorization with Planetworks Consulting to be signed. Currently working with ISED to acquire new frequencies. Have now acquired 5 tactical channels to be shared between the 6 departments.	Carryforward	In Progress 75%
183	PD	220	Treit	\$128,000	\$66,009	Capital Reserves	2020			All	Regional	Emergency Telephone 911 - Radio Tower Capital Project Consulting Services	Waiting for authorization agreement to be signed. Ongoing work by Planetworks Consulting. Agreement signed.	Carryforward	In Progress 50%
184	PD	220	Treit	\$141,400	\$69,461	Capital Reserves	2020			All	Regional	Emergency Telephone 911 - 911 Emergency Communications Equipment Upgrade	Signal Testing has begun. Agreement with Telus to be signed. Roberts Creek project is complete. More upgrades to follow on various other towers.	Carryforward	In Progress 25%
185	PD	222	Treit	\$25,000	\$0	CEPF Grant	2022			All	Regional	Sunshine Coast Emergency Planning - Evacuation Route Planning	CEPF 100% Grant-funded development of evacuation route(s), with area of work selected based on risk analysis. Grant of \$25,000 has been received for evacuation route planning see resolution #104/22 Recommendation #8. RFP has closed. Contractor has been selected. Work is underway. Completion expected Q2/23.	Carryforward	In Progress 75%
186	PD	222	Treit	\$20,000	\$0	Reserves	2019			All	Regional	Sunshine Coast Emergency Planning - Contracted Services for Statutory, Regulatory and Bylaw Review	Resources are required to implement the recommendations outlined in Section 5 of the Emergency Plan Review which were prioritized for action. The scope of work would include assisting member municipalities in addressing the legislative and bylaw revisions, while ensuring alignment and communication between the parties. RFP is being developed.	Carryforward	Started

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Last Revisions: April 20, 2023

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187	PD	222	Treit	\$17,000	\$6,621	Operating Reserves	2021			All	Sechelt	Sunshine Coast Emergency Planning - Trailer Removal	Removal and disposal of trailer at Mason Road, formerly used as secondary Emergency Operation Centre location. Waiting for electrician to move electrical service on September 7. Electrical service has been moved. RFP for removal to be issued in Q1 of 2022. There were no responses to the RFP so alternate routes are being examined to remove the trailer. Trailer has been removed. Communications tower needs to be removed. Waiting on estimate from contractor. Project planned to conclude Q4 2022. Communication tower has been removed.	Carryforward	In Progress 75%
188	PD	222	Treit	\$24,967	\$0	Grant	2022			All	Sechelt	Sunshine Coast Emergency Planning - Reception Centre Modernization	All items ordered and outstanding items anticipated to be delivered on time.	Carryforward	In Progress 75%
189	PD	222	Treit	\$25,000	\$0	Grant	2022			All	Sechelt	Sunshine Coast Emergency Planning - EOC Modernization Project	Grant extension received to June 30, 2023. All items ordered and outstanding items anticipated to be delivered on time.	Carryforward	In Progress 75%
190	PD	222	Treit	\$50,000	\$0	Taxation	2023			All	Regional	Sunshine Coast Emergency Planning - Hazard, Risk and Vulnerability Analysis (HRVA) Update	The HRVA underpins all emergency planning on the Sunshine Coast. Updated climate, demographic, development and topographic information can be used to prepare an improved HRVA. Last update was 2005. RFP is being developed.	Discretionary	Started
191	PD	222	Treit	\$120,000	\$0	Grant	2023			All	Regional	Sunshine Coast Emergency Planning - Extreme Heat Planning Grant	The SCRD applied for, and received, a grant to fund the development of an Extreme Heat Response Plan. The funding is part of a regional grant which has the support of the other three local jurisdictions. The grant will cover the entire cost of the development of the plan. RFP is being developed.	Discretionary	Started
192	PD	500	Hall	\$10,000	\$0	Operating Reserves	2023			All	Regional	Regional Planning - Mt. Elphinstone Watershed Strategy	Based on further dialogue with partners including Town of Gibsons and MoTi related to the R1 proposal for a hydrology study of Mt. Elphinstone, this revised proposal would see SCRD convene a summit-style planning exercise that includes all governments, First Nations and agencies responsible for land management in the south Mt. Elphinstone watershed as a first step. NGOs with watershed management expertise could also play a role. The overall objective would be to improve watershed management to support ecological function/integrity and protect infrastructure and private property. SCRD's interests relate to emergency preparedness, aquifer protection, utility infrastructure and the land use/other bylaws that support these things. Project scope/plan drafted for review with prospective partners.	Not Recommended	Started
193	PD	500	Jackson	\$76,997	\$0	MRDT revenue	2023			A, B, D, E, F	B, D, E, F	Regional Planning Services - Regional Housing Coordinator	Continuation of this contracted role to enable further progress on housing action plan. Involves extensive intergovernmental and community coordination.	Discretionary	Not Started
194	PD	504	Jackson	\$115,000	\$0	Taxation	2022			A, B, D, E, F	Regional	Rural Planning Services - Planning Enhancement - additional	Annual investment in operating budget to support OCP renewal/harmonization, zoning bylaw alignment to OCPs, technical studies, while protecting (or enhancing) development processing and customer service levels. Proposed to be ongoing. Grants, if received, can offset taxation the following year. 2022 funding recommended to be pro-rated at 50% \$180,000 (amount adjusted to \$115,000 by Finance) with \$360,000 ongoing from taxation including a 0.5FTE. Position posted. Recruitment completed and detailed project design phase initiated.	Carryforward	Started
195	PD	504	Jackson	\$203,050	\$0	UBCM grant	2021			A, B, D, E, F	B, D, E, F	Rural Planning Services - Planning Enhancement Project	RFP developed with input from member munis. Posting for incremental staff resource (grant-funded) posted and closed, selection process underway. RFP posting Q4 2022. Evaluation of bids underway. Award anticipated late Q4.	Carryforward	Started
196	PD	504	Hall	\$86,001	\$52,863	MRDT revenue	2021			A, B, D, E, F	B, D, E, F	Rural Planning Services - Regional Housing Coordinator	RFP prepared, in coordination with District of Sechelt for related work. Release early in Q1 2022 planned. Award to Kelly Foley contractor, work initiated in Q2. Action plan draft being developed; report to Board in Q4 2022. Action plan report planned for December 2022. Notice of intent to award contract posted.	Carryforward	In Progress 50%
197	PD	504	Jackson	\$43,990	\$33,585	Reserves	2017			A, B, D, E, F	B, D, E, F	Rural Planning Services - Zoning Bylaw 310	Consulting contract and other project costs to assist with review/drafting of new zoning bylaw. Consultant has provided the final draft and completed the work within the scope of their project proposal. Staff are reviewing the draft and refining. Focused time being applied to this project to finish draft. As reported in December 2021, introduction and public information planned for Q1 2022. First reading May 12, 2022. Public Information Meetings being planned. PIMs completed, second reading report being prepared. Hearing completed. 3rd reading report planned for September. Bylaw adopted. Project wrap-up underway; final invoicing and communication campaign.	Carryforward	In Progress 75%
198	PD	520	Kennett	\$60,000	\$0	Operating / Capital Reserves	2023			A, B, D, E, F, sNGD	Regional	Building Inspection Services - Vehicle Replacement	The Building Division requires two reliable vehicles in order to provide inspection services to all electoral areas within the SCRD. Building Division vehicle 467 is a 2012 Ford Escape with more than 188,000 kilometers. Based on its current condition, and the history of the division's previous unit, which was the same make and model, this vehicle has reached the point in its lifespan where cost prohibitive repairs, or complete failure may be imminent. Fleet preparing vehicle specifications for RFP. Awaiting direction from purchasing.	Discretionary	Started
199	PD	520	Kennett	\$5,500	\$0	Operating Reserves	2023			A, B, D, E, F, sNGD	Regional	Building Inspection Services - Digital Plan Review Preparedness - Hardware, Software and Training	The submission of digital building permit applications is a goal of the SCRD Board and the Building Division. In order to succeed a system will need to be in place to digitally review the submitted drawings for compliance with the BC Building Code and applicable Bylaws. By acquiring the hardware, software and training prior to the acceptance of the digital building permit submissions, the Building Division will be prepared to review the digital plans when they are accepted. Privacy Impact Assessment completed. Software purchase / installation initiated with IT.	Discretionary	Started
200	PD	540	Hall	\$195,400	\$0	Operating Reserves	2023			All	F	Hillside Development Project - Headlease Renewal (0.2 FTE)	Hillside water lot headlease from the Province expires December 31, 2023. prepare a renewal application that includes Consultation with First Nations, Preliminary Archaeological Field Reconnaissance (PAFR), updated environmental baseline study, management plan [introduce new operating requirements for SCRD going forward; e.g. spill response and inspection plan]. Temporary (maximum 2-year) staffing lift to support project management.	Non Discretionary	Not Started
201	PD	540	Hall	\$120,000	\$0	Operating Reserves / Grant	2023			All	F	Hillside Development Project - investment Attraction Analysis	SCRD has large portions of land remaining from earlier Hillside Industrial Park subdivision. Industrial investment interest currently exists. However, the two large remaining properties (50 and 63 hectares) are not prepared for sale or development. A review of lands and related uses is recommended to attract investment opportunities at Hillside. An investment attraction analysis with support of a professional land management or economic development consultant can assist in enabling SCRD to make effective and coordinated decisions for land use and property disposition opportunities.	Discretionary	Not Started

2023 BUDGET PROJECT STATUS REPORT

Last Revisions: April 20, 2023

Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete
202	PD	210 / 212 / 216 / 218	Treit	\$120,000	\$0	Grant	2023			A, B, D, E, F, and ToG	A, B, D, E, F, and ToG	Various Volunteer Fire Protection - SCD Fire Department Equipment Modernization and Enhancements	The SCD applied for a Community Emergency Preparedness Fund grant for fire department equipment and training to be better equipped and trained for structure and wildland urban interface fires. The SCD was notified that the grant application was successful. The proposed equipment purchases are either new (enhancements) or replace old and outdated existing gear (improvements). Fire departments have begun ordering equipment and scheduling training.	Discretionary	Started

COMPLETED															
Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete
1	CA	110	Buckley	\$125,085	\$87,339	Operating Reserves	2020	Q1 2023	April 2023	All	Regional	General Government - Website Redesign (Phase 2)	Contracted services to develop and implement a re-designed website that provides optimal content organization, integration with applications, ease of content manageability, and improved functionality and user experience. RFP completed and awarded. Project kicked-off April 26. Work is underway and nearing completion. Website launched April 19.	Carryforward	Completed
2	CS	650	Clarkson	\$20,000	\$18,742	Taxation	2022		Q 2 2023	A, B, D, E, F	Various	Community Parks - Community Led Improvement Project Support (Other)	Community groups are eager to provide capital funding for park improvements and also enter into partnership agreements for the ongoing operations/stewardship of parkland and assets. This supports the planning of the potential projects and includes such costs as public consultations, surveys, cost estimates, etc. Specifically, in 2022, the two current community ideas for projects that require further exploration include a pathway around Katherine Lake and improvements / enhancements to Dan Bosch Park. Jul 14: Nation works permit applications for both projects submitted. Community engagement sessions regarding the proposed projects to occur in fall 2022. Nov 24, 2022: Dann Bosch application to Nation for works permits are in review status. Katherine Lake PAFR scheduled for early November. QEP scheduled for both sites in November. Community engagement to follow Nation review and QEP recommendations in early 2023. Apr 27, 2023: Project complete. PAFR and QEP work complete. Staff report at Apr 20 EAS Committee meeting.	Carryforward	Completed
3	CS	650	Clarkson	\$35,300	\$21,816	Operating Reserves	2022		Q1 2023	A, B, D, E, F	A	Community Parks - Katherine Lake Campground Repairs	Apr 27, 2023: Project complete.	Carryforward	Completed
4	IS	365	Walkey	\$145,000	\$126,051	Reserves	2019			A and SNGD	A	North Pender Harbour Water Service - Garden Bay UV Reactor Purchase	Drinking Water Regulations require that treatment facilities should have redundancy in major treatment steps. The UV reactor has been installed and is in use. Project completed	Carryforward	Completed
5	IS	370	Walkey	\$46,500	\$33,442	Short Term Debt	2020			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Utility Vehicle Purchase	Vehicle purchase has been awarded. Awaiting delivery in 2023. Delivered and in service.	Carryforward	Completed
6	IS	370	Walkey	\$200,000	\$210,086	MFA 5 YR Loan	2022			A, B, D, E, F, F Islands and DoS	All	Regional Water Service - Vehicle Purchases	This project is to purchase four (4) vehicles. The two electric vehicles have been ordered and 465 and 491 still need to be tendered: <ul style="list-style-type: none"> • Two (2) new Fully Electric Vehicles to support staffing requirements (incl. the purchase of EV that was deferred as part of 2021 Budget process); Vehicles have been delivered and are in use. • Two (2) replacement vehicles of vehicles #465 (2012) Escape and #491 (2013 F150) is required due to high mileage and increasing maintenance costs. Electric vehicles are tendered. Two trucks have been delivered and are in use. 	Carryforward	Completed
7	PD	210	Michael	\$10,400	\$9,993	Capital Reserves	2022			E, F and ToG	E, F and ToG	Gibsons and District Fire Protection - Capital Plan Projects - High Priority (M-BC)	Non-critical (unfunded) Capital plan projects from fire department 20 year capital plan. Flooring and hot water tank replacement. Hot water tank installed, flooring portion remains outstanding. Project complete.	Carryforward	Completed
8	PD	216	Daley	\$131,548	\$0	Capital Reserves	2022			B	B	Halfmoon Bay Fire Protection - New Vehicle Silverado	Capital Renewal Project New vehicle is a Ford F250 awarded to HUB Fire Engines. Unit is almost complete and delivery is anticipated for end of March. Project complete.	Carryforward	Completed
9	IS	370	Misurak	\$1,178,070	\$1,038,153	Capital Reserves	2020			A, B, D, E, F, F Islands and DoS	F	Regional Water Service - Reed Road and Elphinstone Road Water Main Replacement	Work has been completed and is operational.	Carryforward	Completed

CANCELLED PROJECTS															
Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete

DEFERRED PROJECTS															
Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete
1	CA	110	Reid									General Government - Organizational Policy and Bylaw Review (1.0 FTE Temporary for 1 year)	An organization-wide comprehensive review, assessment, and update of SCD operational policies and related bylaws is needed to ensure operational efficiencies, legislative and regulatory compliance, and alignment with organizational priorities established by the Board. A temporary full-time resource is being requested to coordinate this organization-wide initiative that will benefit policy work in all SCD departments.	Deferral	Deferred
2	CS	650	Clarkson									Community Parks - Egmont Park Capital Asset Replacements (0.019 FTE)	Egmont Park is a 1.48 acre neighbourhood park located in central Egmont. Park assets include an aging tennis court, swing set, playground, 2 picnic tables, and a grass playing field. The SCD holds an agreement to occupy the Old Egmont School Site (Egmont Park) with SD46 in which the SCD is responsible for all ongoing maintenance and capital renewal. The park is in disrepair and most of the assets at the end of their lifespan. This project proposes resurfacing of the outdoor court surface for a variety of uses (tennis, pickleball, ball hockey, basketball), a new chain link fence around the court, installation of bollards, and park furniture. A 2024 base budget increase (\$2,600 for 0.019 FTE) is also requested to address ongoing repair and maintenance of the renewed asset.	Deferral	Deferred

2023 BUDGET PROJECT STATUS REPORT

Last Revisions: April 20, 2023

Line No.	Dept.	Function	Mgr.	Budget \$	Budget Expended (to date)	Funding Source	Budget Year	Proposed Completion Date	Actual Completion Date	Function Participants	Work Location	Description	Current Status	Category	% Complete
3	CS	650	Clarkson									Community Parks - Katherine Lake Park and Campground Management Plan	Over the past 15 years, increasing population and tourism on the Sunshine Coast has outpaced the parks capacity to provide adequate space and amenities versus demand. The result has been overcrowding on the beach, high demand for the day use area, inadequate RV sites and tenting sites, and lack of adequate parking. Parks infrastructure and water distribution system are old and need to be considered for capital replacement. In addition, high visitor usage has the potential to negatively impact the sensitive ecosystems and riparian areas that provide critical habitat for Western Red Painted Turtles, Red Legged Frogs, Cutthroat Trout, and Coho Salmon. Balancing recreational demands, habitat and species preservation, and climate resiliency considerations are the challenges identified and need to be studied and addressed in a Park Asset and Management Plan for Katherine Lake. This budget proposal is in alignment with the 2014 SCRD Parks and Recreation Management Plan recommendation to: Prepare individual park management plans for parks that experience significant use and/or have high potential demand in relation to their current condition or have environmental or other factors justifying and individual management plan.	Deferral	Deferred
4	PD	222	Treit									Sunshine Coast Emergency Planning - Community Resilience Investment - Firesmart 2.0 (up to 4.5 FTE)	As part of the SCRD's Community Resiliency Investment (CRI) grant application, protective services is proposing to hire up to 4.5 FTE as part of the FireSmart program. This proposal is contingent on a successful grant application.	Deferral	Deferred
5	PD	222	Jackson									Regional Planning - SCRD / Public Lands Comprehensive Review	SCRD and other public bodies own hundreds of hectares of land on the lower Sunshine Coast in the form of parks, land gifts, surplus utility properties etc. Meanwhile, there is an urgent need for: 1. Room to expand public services 2. Land for others to develop affordable or workforce housing 3. Closing gaps in the active transportation system	Deferral	Deferred
6	IS	370	Walkey									Regional Water Service - Pneumatic Boring Tool	The utility crew installs water services in roadways. Currently staff use a 20+ year old "Mole" boring tool which includes a cage to installed in the shoulder of the road hydraulically pushing a metal rod under the road and pulling a service back from across the road. An easier and less intrusive method is by using a Hog boring tool which uses a "bullet" and air line to push the hog through the road and pulls the service back from a much smaller excavation. This is a request to purchase a hog/hose kit and compressor to replace the existing "mole" boring tool	Deferral	Deferred
7	IS	387	Walkey									Square Bay Wastewater Treatment Plant - Square Bay Collection System - Planning for System Upgrade	This project was deferred from 2022 and requesting to have reinstated in 2023. The collection system is in poor condition as noted in the Asset Management Plan. A system review is required for future upgrades to the collection system to reduce infiltration and maintenance. Such system review is required before the SCRD can apply for grants for the identified upgrades.	Deferral	Deferred

Open Projects by Year	
2016	1
2017	1
2018	4
2019	1
2020	34
2021	43
2022	58
2023	60
TOTAL	202

% Complete Summary	
Not Started	57
Started	51
In Progress 25%	28
In Progress 50%	29
In Progress 75%	37
Completed	9
Deferred	7
Cancelled	0
TOTAL	218

DEFINITION	
26.1% Work has not been started for project.	
23.4% Work is in preliminary stages.	
12.8% Up to 25% progress	
13.3% Up to 50% progress	
17.0% Up to 75% progress	
4.1% 100% Finished	
3.2% Project was deferred by motion.	
0.0% The project listed as cancelled was determined as a) not required by Board or b) the project evolved into a new project and is referred to in status column (line number)	

Policy Codes Key	
SP - Strategic Plan	
WE - We Envision	
ITSP - Integrated Transportation Study Plan	
CRWP - Comprehensive Regional Water Plan	
PRM - Parks and Rec Master Plan	
SARP - Chapman Creek Watershed Source Assessment Response Plan	
EVDF, HMBF, RCF, GF - Fire Departments (strategic plans)	
PDTNP - Parks Division Trail Network Plan	
TFP - Transit Future Plan	
AAP - Agricultural Area Plan	
AMP - Asset Management Plan	
ZWS - Zero Waste / Sustainability	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Raphael Shay, Manager, Sustainable Development

SUBJECT: PUBLIC PARTICIPATION SUMMARY - COMMUNITY CLIMATE ACTION PLAN

RECOMMENDATION(S)

THAT the report titled Public Participation Summary - Community Climate Change Action Plan be received for information.

BACKGROUND

The SCRD Board adopted the following resolution on February 24, 2022:

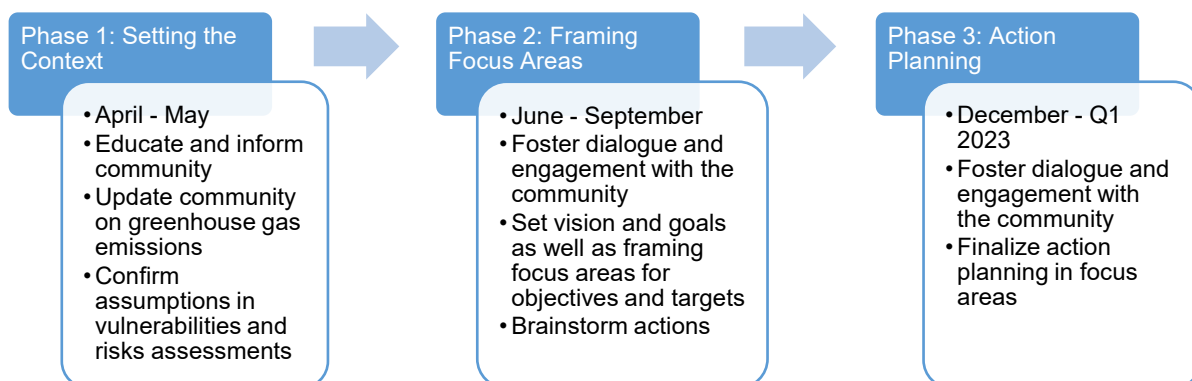
043/22 **Recommendation No. 7** *Community Climate Public Participation Update*

THAT the report titled Community Climate Public Participation Update be received for information;

AND THAT the report be referred to the District of Sechelt, Town of Gibsons, shíshálh Nation, and Sk̓wx̓wú7mesh Nation with an offer to present to Councils.

Staff subsequently delivered the public participation plan described in February of 2022. Referrals were sent March 29, 2022.

In alignment with Sunshine Coast Regional District's (SCRD) Public Participation Framework, three phases of public participation were delivered:



This report summarizes the results of the public participation process. As an account of “what we heard” it is for information only; no decision is required.

The information presented here is intended to inform and support Board consideration of the proposed Community Climate Action Plan.

DISCUSSION

Let's Talk Webpage:

A primary tool for outreach and public participation was the project page on the SCRD's Let's Talk website (letstalk.scrd.ca/climate). Over the course the last year, the page received 2,300 visits with Let's Talk analytics designating 1,500 as 'aware visitors' and 442 as 'engaged visitors'.

Results of Phase 1: Setting the context

What Happened:

- Creation of Let's Talk project page, with resource documents posted.
 - Climate risk assessment full report and summary: 359 downloads.
 - Future climate projections full report and summary: 254 downloads.
 - Greenhouse gas emissions summary: 240 downloads.
- Advertisement in local newspaper and on corporate newsletter.
- Referrals to other local governments and First Nations, with delegation presentations to District of Sechelt and Town of Gibsons.
- Engagement with lead staff from regional local governments and First Nations.

What We Heard:

- General agreement with risks identified.
- Desire to see action to tackle greenhouse gas emissions and climate change risks.

Results of Phase 2: Framing focus areas

What Happened:

- Additional material added to Let's Talk project page.
- Climate Adaptation Project Team workshops on action brainstorming. This team was composed of representatives from organizations whose services will be impacted by climate change, including the Town of Gibsons, District of Sechelt, shíshálh Nation, and Skwxwú7mesh Nation.
- Information gathering sessions with topic-specific experts as well as groups, including SCRD's Advisory Planning Commissions, the SCRD's Transportation Roundtable, The

Sunshine Coast Climate Action Network, Chatelech Secondary School - Mr. Theichrob's grade 12 Environmental Science Class, Transportation Choices Sunshine Coast.

- Setting an emission reduction target was considered as part of this phase, but held in abeyance in order to focus capacity on community discussion around prioritization, and as a practical decision to address target-setting with the Board once CCAP focus and objectives are agreed/adopted.

What We Heard:

- Summer drought impacting water systems and contributing to wildfire risks are primary concerns
- Significant interest amongst participants in seeing a 'switch beyond the car' as a way of reducing greenhouse gas emissions.

Results of Phase 3: Action Planning

What Happened:

- Climate Adaptation Project Team workshops on action prioritization and implementation details.
- Targeted follow up discussions with other jurisdictions and topic-specific experts.
- Questionnaire conducted through Let's Talk with social media, newspaper and focused email promotion (390 responses). Participation in the questionnaire was self-selected; it is not (nor was it intended to be) statistically representative of the community. Feedback received is presented in the attached summary (Attachment A).

What We Heard:

- A sense of urgency is required.
- Less interest in education actions and more interest in actions that will yield results.
- There is increasing momentum and a lot happening at a wide range of organizations.
- There is an opportunity to collaborate in many areas to limit duplication of effort and accelerate progress.
- The SCRD should focus on its jurisdiction and increase advocacy in other areas.
- Adaptation to the impact of drought on drinking water is a primary concern.
- Shifting away from the private vehicle by making it easier to bike, walk, or use transit was the mitigation theme supported by most questionnaire participants.

- Increasing community densification was seen by many as a way of protecting forested land and wetlands while making transit more viable and housing more affordable and sustainable.
- Affordability as a concern and wanting more information on costing of options was voiced by many questionnaire participants.

Organizational and Intergovernmental Implications

The approach to public participation delivered and the summary of results presented align with SCRD's Public Participation Framework. An internal cross-functional team supports components of the project and public participation activities are supported through the Communications Division. Emergency Operation Centre (EOC) support requested from the Sustainable Development Division put pressure on the project timeline.

Information gathered through this project has been shared with regional local governments and First Nations.

Financial Implications

There are no financial implications associated with the subject of this information report.

STRATEGIC PLAN AND RELATED POLICIES

The Sustainable Development Division's work on community climate change is highly integrated into a variety of Strategic Plan priorities, including:

- Community Resilience and Climate Change Adaptation
 - DEVELOP CLIMATE CHANGE ADAPTATION STRATEGY
 - UPDATE COMMUNITY ENERGY AND EMISSIONS PLAN
 - PROMOTE SOCIAL EQUITY
- Engagement and Communications
 - DEVELOP PUBLIC OUTREACH AND ENGAGEMENT STRATEGY
 - ENHANCE ON-LINE TOOLS TO IMPROVE FUNCTIONALITY AND USER EXPERIENCE
- Asset Stewardship
 - PLAN FOR AND ENSURE YEAR-ROUND WATER AVAILABILITY NOW AND IN THE FUTURE
 - CONTINUE TO DEVELOP AND IMPLEMENT COMPREHENSIVE ASSET STEWARDSHIP STRATEGY
- Working Together
 - ENHANCE FIRST NATIONS RELATIONS AND RECONCILIATION
 - INCREASE INTERGOVERNMENTAL COLLABORATION

CONCLUSION

This report summarizes public participation that informed the development of the proposed Community Climate Action Plan, which will be brought forward for Board consideration. A 3-phase approach aligned with the Public Participation Framework was delivered.

ATTACHMENTS

Attachment A - Summary of Community Climate Action Questionnaire Results Part 1

Attachment B – Summary of Community Climate Action Questionnaire Results Part 2

Reviewed by:			
Manager		Finance	X – T. Perreault
GM	X – I. Hall X – S. Gagnon X – M. Brown	Legislative	X – S. Reid
CAO	X – D. McKinley	Comms	X – A. Buckley

Attachment A

Community Climate Plan Questionnaire Summary of Responses

The Community Climate Plan Questionnaire was open from January 31 to February 27, 2023. It was hosted on the climate project page of the SCRD's Let's Talk public participation website (letstalk.scrd.ca/climate). A discussion paper summarizing previous reports and the analysis conducted to determine focus areas accompanied the questionnaire.

The questionnaire was advertised through the local newspaper, the corporate newsletter, and targeted e-mail to interested parties. It represents the perspective of self-selected individuals who had interest in local government policy, as well as the ability (of time, literacy, financial).

The first part of the questionnaire focused on general information and mitigation actions. This approach was selected to limit the engagement ask for those with limited time. Additionally, feedback on mitigation measures was seen as more valuable since the adaptation planning stream has benefited from the Community Climate Adaptation Working Group.

- Total responses to mitigation questions: 390
- Total responses to adaptation questions: 311

Sample from open ended question.

"You did not have "ban installation of gas furnaces and gas appliances" as an option. This is a feasible option as other communities in BC have done this."

"Suburban sprawl is the biggest unacknowledged barrier in terms of attitudes/values on the Coast IMO"

"Walk the talk and move forward to execute reductions in Ghg,s and energy conservation. Less study more action !!"

"We are in a very scary climate emergency and what ever steps need to be taken to restore our environment and stabilize the World's climate needs to be done with a sense of true urgency."

"While education of staff and the public has value and likely needs to happen or continue, it doesn't amount to action to prevent or adapt to climate change. What is required now is for real, practical, visible, and significant action by local (and other levels of) government that is commensurate with the climate emergency we are in."

"I'm also concerned that the SCRD (and the District of Sechelt and Town of Gibsons) have not placed limits on new construction that adapts to the climate emergency – for example, not allowing natural gas heating, requiring heat pumps, rain harvesting, grey water systems, drip irrigation or even dual flush toilets in new homes or commercial spaces."

“Unless funding sources beyond taxation become available, all the worthwhile projects listed in this questionnaire will never come to fruition. And even steep increases in taxes will not cover the costs of adaptation and mitigation. The SCTD should join other municipal governments in the Sue Big Oil class action suit.”

“Please add regenerative agriculture and ending forest clear cuts to the carbon storing agenda. All govt landscaping should be edible plants. Access to safe, healthy locally grown food needs to be at the top of our climate agenda and needs - this reduces global transportation and increases our local interdependence in times of emergency. We are fortunate that our climate allows for 4-season food production with little if any energy inputs, and also creates carbon sinks.”

“The idea that we have to keep our doors open to development in spite of the limited carrying capacity of the land and water systems is flawed and will continue to impact all residents if this belief continues to influence planning decisions and policies. Stop new developments until there is enough water to go around. It's that simple”

“The SCRD can take a leadership role by simply taking some measures to cut back on its own energy use; in particular ban the use of highly polluting (noise, CO2, noxious fumes) leaf blowers - there is no place for these if you are truly committed to fighting climate change; plus a rake is more effective. In addition plan for solar arrays on SCRD buildings with appropriate roofs and buy only electric vehicles in purchases from here on.”

“While I agree or strongly agree with most choices here, I am aware of the budget limitations and the mandate of the Regional District. So, priorities need to be established and partnerships and sharing of resources emphasized.”

“Over the last 30 years there has been no significant increase in air temperature recorded at YVR nor have tide gauges shown any acceleration in sea level rise. Alarmist projections supporting a 'climate emergency' are based on flawed climate models that don't reflect reality.”

“It's time to stop talking about it and do something about it.”

“Trees continue to be cut down or severely limbed to increase views. DPA rules are not followed or enforced.”

“I think protecting our remaining forests is paramount. I also think increasing housing density should be a priority before clearing and building on forested land.”

“I believe there should be no more single family detached homes built on the Sunshine Coast, period. If we are to abide by FireSmart guidelines which dictate cutting down more trees around buildings then we should also be taking into account how many trees are cut per person housed. Smaller, more dense homes & neighbourhoods will have less impact on the environment with the added benefit of making public transit more viable - also better for the environment. Yes, build more homes but stop catering to the antiquated notion (and money) that holds up the detached home on a large lot housing just a few humans as the holy grail.”

“It would be great to advocate for active travel across our thriving tourism sector by creating a safe, modern cycling corridor from the Langdale ferry terminal (ideally all the way to Earls cove). The cycling infrastructure in the scrd is fragmented at best and not very well maintained.”

“Climate change is a global issue. The SCRD should stick to issues that are best managed at the community scale. Electric cars and heating are all well and good if the electricity is produced from renewables and increased demand doesn't make it unaffordable for regular citizens, but I believe that programs and incentives for electric vehicles/heating etc. should be coming from the provincial government. Stick to your mandate and focus on making the Sunshine Coast a livable, functioning community. We need better water supply, a long-term solution for waste-management, better recreation opportunities for children, more options for affordable housing, etc. Beware greenwashing and other forms of high-tech building; They are often energy intensive in other ways (off set to countries that actually produce the products, for example) and they make housing unaffordable. Climate action must stay human-focused, lest we alienate regular people who are working hard to support themselves and their families. Many of the SCRD initiatives proposed in this survey sound overly idealistic and out of touch with the needs and priorities of working-class sunshine coast families who are already struggling to keep up with inflation. Don't make it worse.”

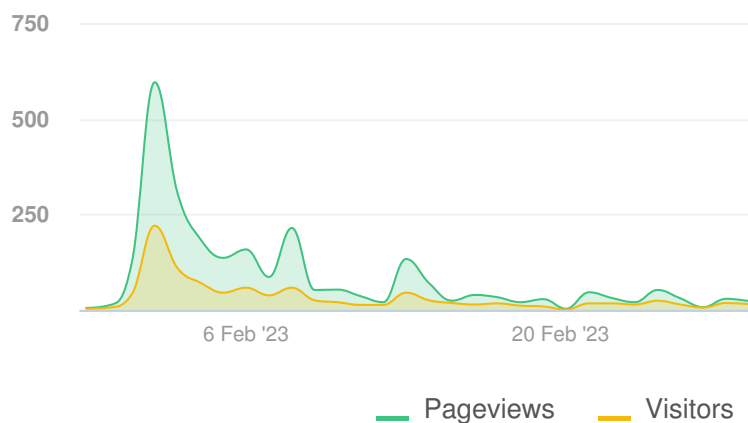
Project Report

29 January 2023 - 27 February 2023

Let's Talk SCRD Community Climate Action Plan



Visitors Summary



Highlights

TOTAL VISITS	MAX VISITORS PER DAY	
1.1 k	220	
NEW REGISTRATIONS		
2		
ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS
384	549	842

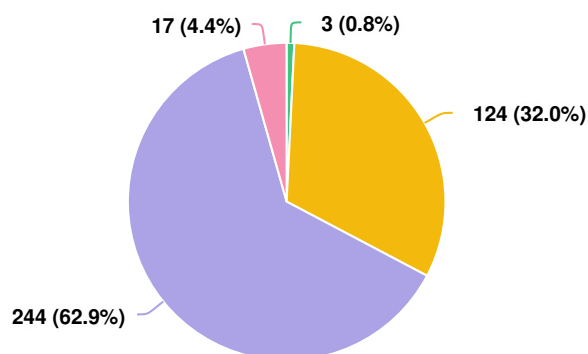
Aware Participants		Engaged Participants			
842		384			
Aware Actions Performed	Participants	Engaged Actions Performed			
Visited a Project or Tool Page		Registered Unverified Anonymous			
842					
Informed Participants	549	Contributed on Forums			
Informed Actions Performed		Participated in Surveys			
Participants		Contributed to Newsfeeds			
Viewed a video		Participated in Quick Polls			
1		Posted on Guestbooks			
Viewed a photo		Contributed to Stories			
0		Asked Questions			
Downloaded a document		Placed Pins on Places			
156		Contributed to Ideas			
Visited the Key Dates page					
0					
Visited an FAQ list Page					
0					
Visited Instagram Page					
0					
Visited Multiple Project Pages					
165					
Contributed to a tool (engaged)					
384					

ENGAGEMENT TOOL: SURVEY TOOL

Community Climate Action Plan Questionnaire

Visitors	586	Contributors	384	CONTRIBUTIONS	390
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How much do you know about climate change?



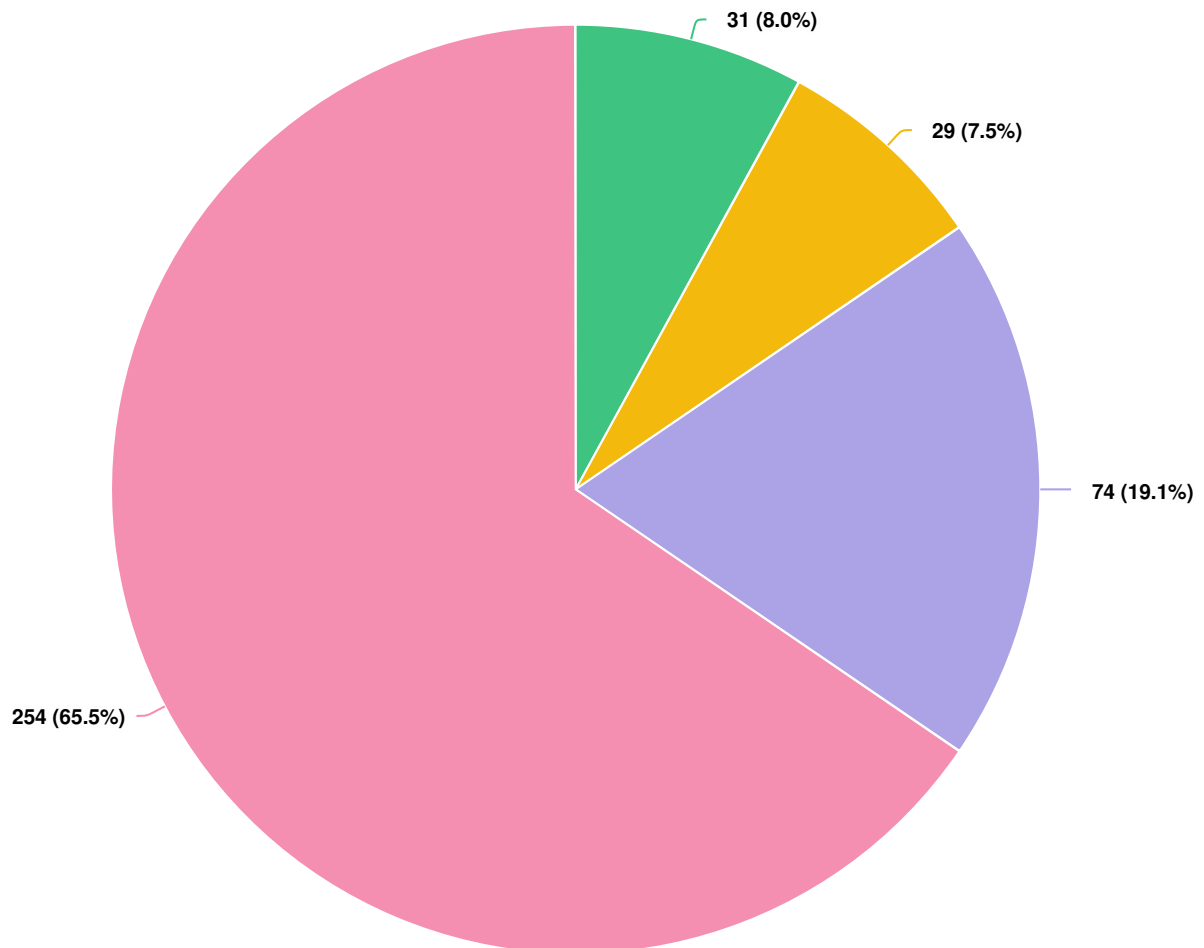
Question options

- ☐ I have heard about climate change, but do not know much
- ☐ Somewhat informed about climate change issues
- ☐ Very informed about climate change issues
- ☐ Expert in the field of climate change

Optional question (388 response(s), 2 skipped)

Question type: Radio Button Question

How concerned are you about the effects of climate change on the Sunshine Coast?



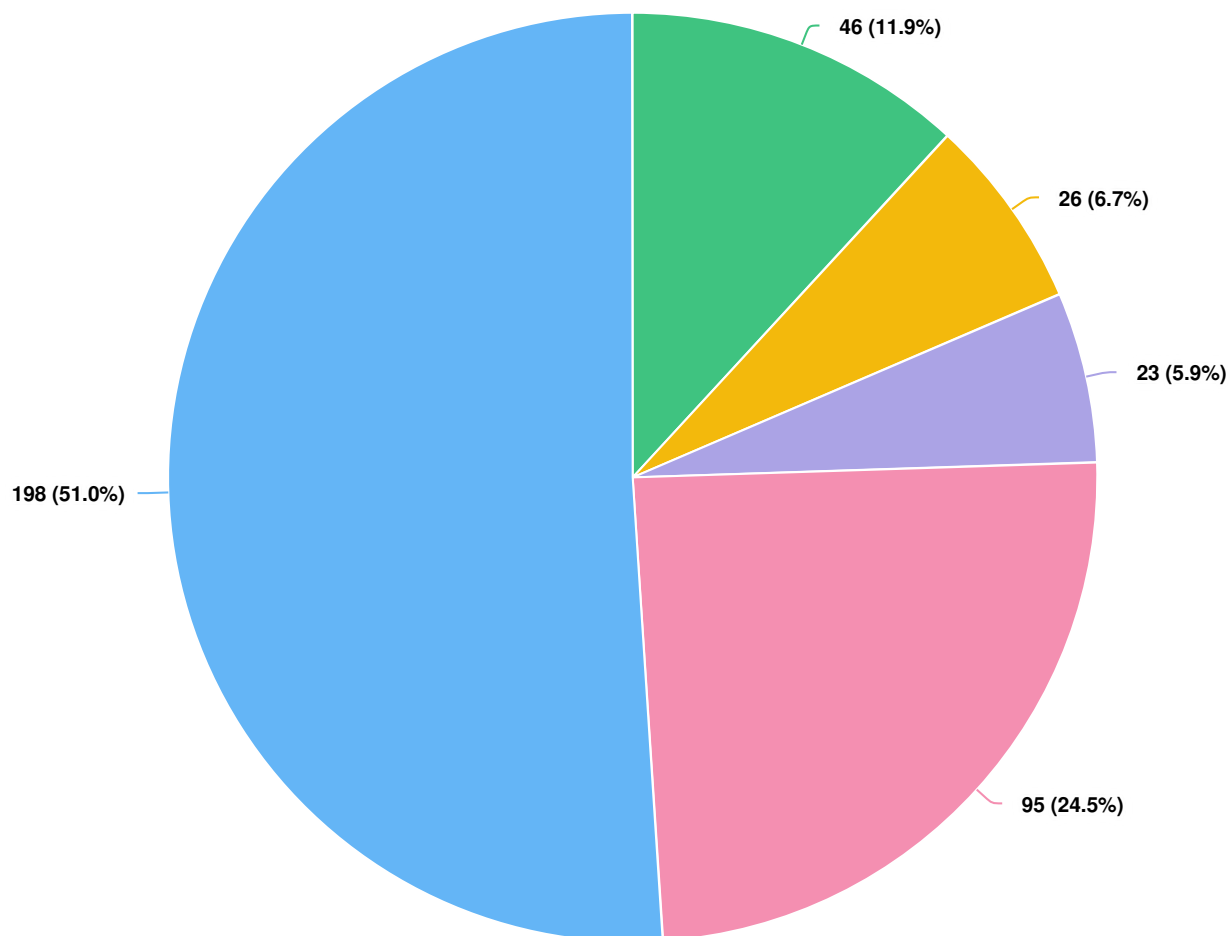
Question options

☐ Not at all ☐ Slightly ☐ Moderately ☐ Extremely

Optional question (388 response(s), 2 skipped)

Question type: Radio Button Question

Some people have used the term "climate emergency" to describe widespread climate-related challenges. Do you agree or disagree that we are in a climate emergency?



Question options

● Strongly disagree ● Disagree ● Neutral ● Agree ● Strongly agree

Optional question (388 response(s), 2 skipped)

Question type: Radio Button Question

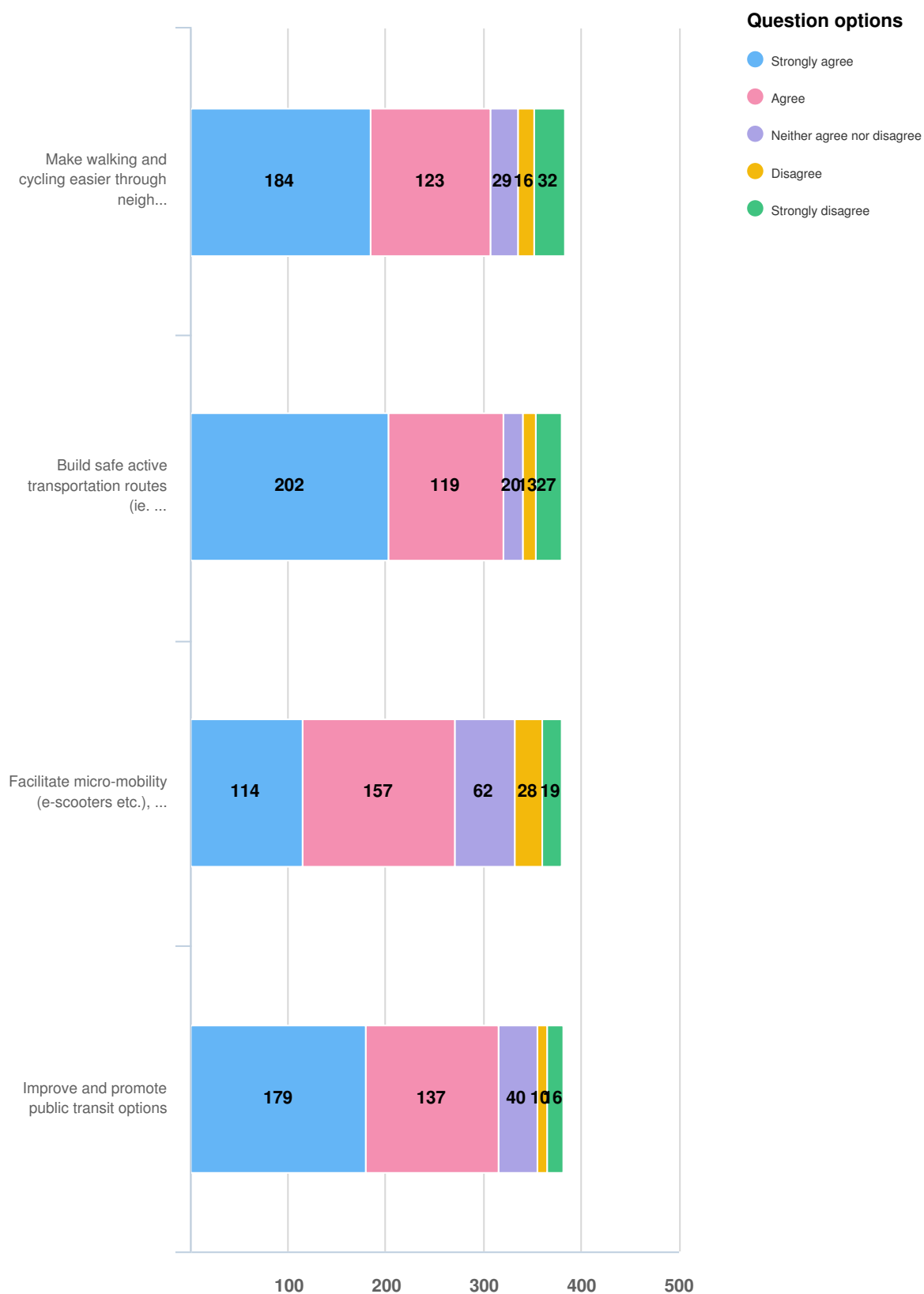
In your opinion, what are the most important actions for reducing greenhouse gas emissions on the Sunshine Coast?

OPTIONS	AVG. RANK
Shifting beyond the car (e.g. public transit, walking, biking)	2.58
Better land use planning (eg. complete compact communities)	2.79
Accelerating switch to zero emission vehicles (e.g. electric vehicles, electric ferries)	2.99
Retrofitting existing buildings	3.06
Building better new buildings	3.22

Optional question (365 response(s), 25 skipped)

Question type: Ranking Question

Should the following actions be included under the focus area Shifting Beyond the Car?



Optional question (386 response(s), 4 skipped)

Question type: Likert Question

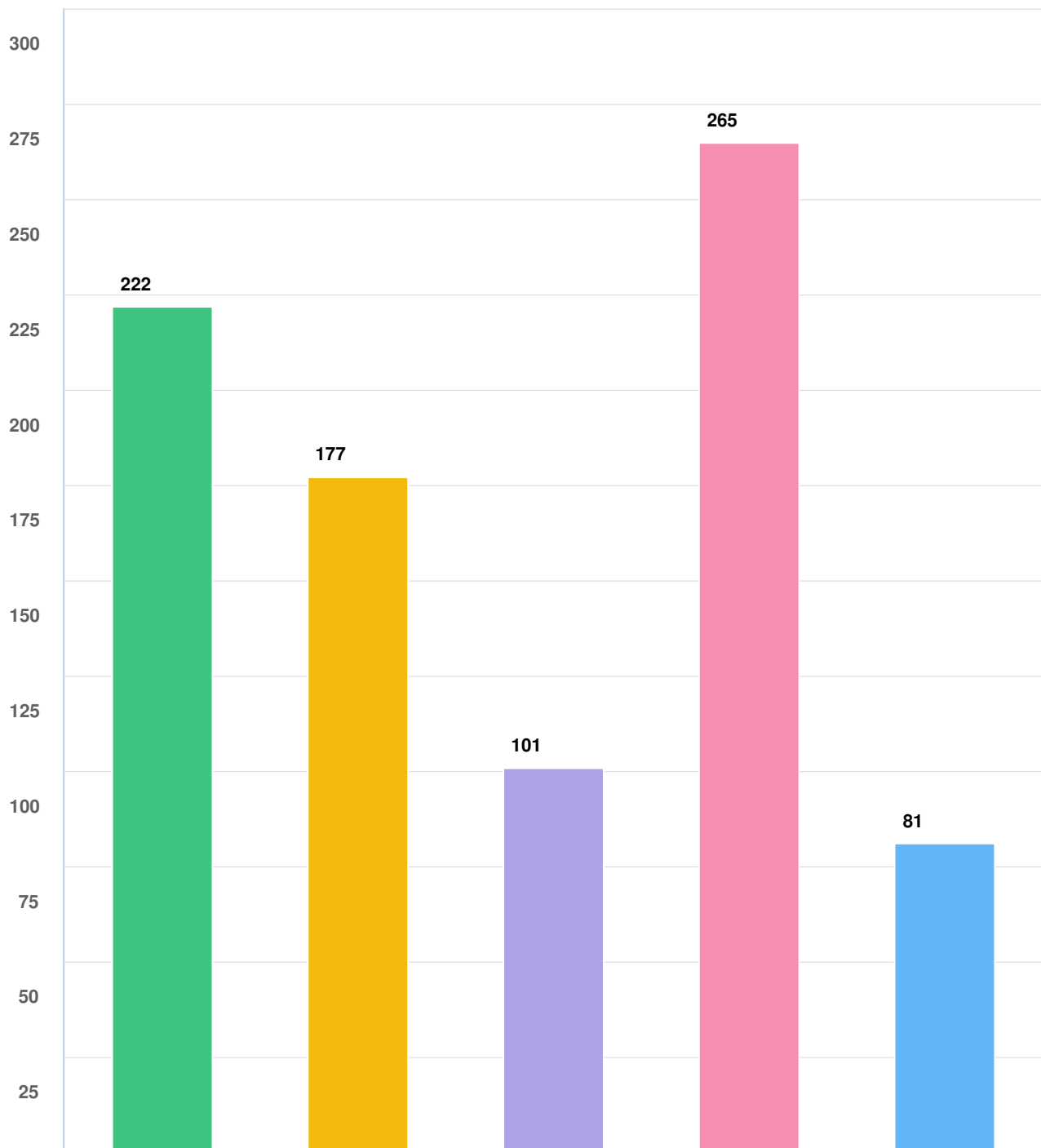
Should the following actions be included under the focus area Switch to Zero-emission Vehicles?



Optional question (383 response(s), 7 skipped)

Question type: Likert Question

What personal actions would you be willing to take to reduce GHG emissions associated with driving? (choose all that apply)



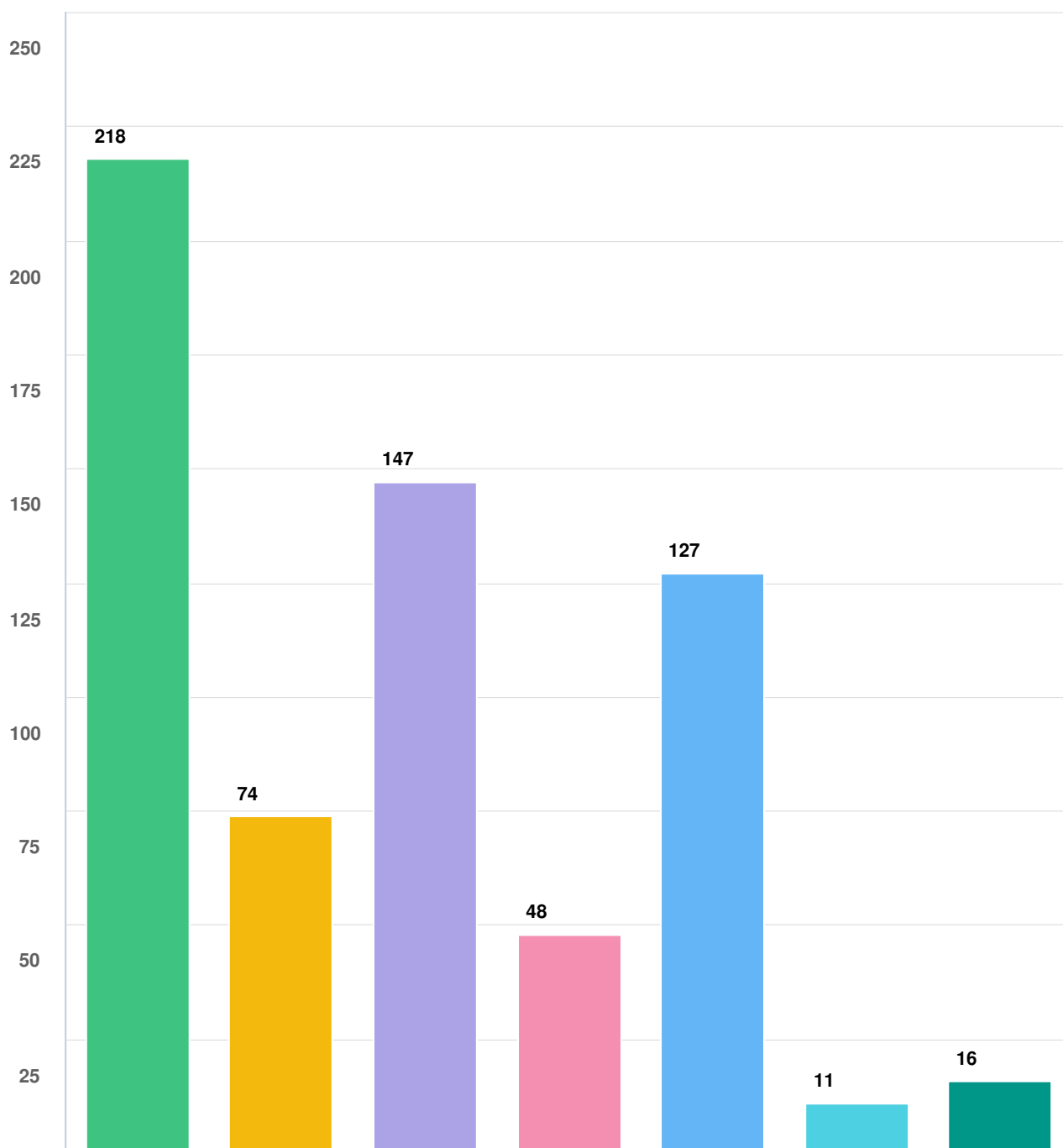
Question options

- Other (please specify)
- Use active travel more (walking/biking etc)
- Carpool to work/school
- Take more public transit
- Switch to an electric vehicle

Optional question (382 response(s), 8 skipped)

Question type: Checkbox Question

What is the most significant reason that influences whether or not you chose to drive over walking, biking, or public transit?



Question options

- Street lights on walking paths
 ● Lack of knowledge/lack of confidence to share the road with cars
- Lack of paths separated from roads
 ● Topography (eg steep hills)
 ● Safety on roads, sidewalks, trails
- Poor weather
 ● Distance or time to destination

Optional question (382 response(s), 8 skipped)

Question type: Checkbox Question

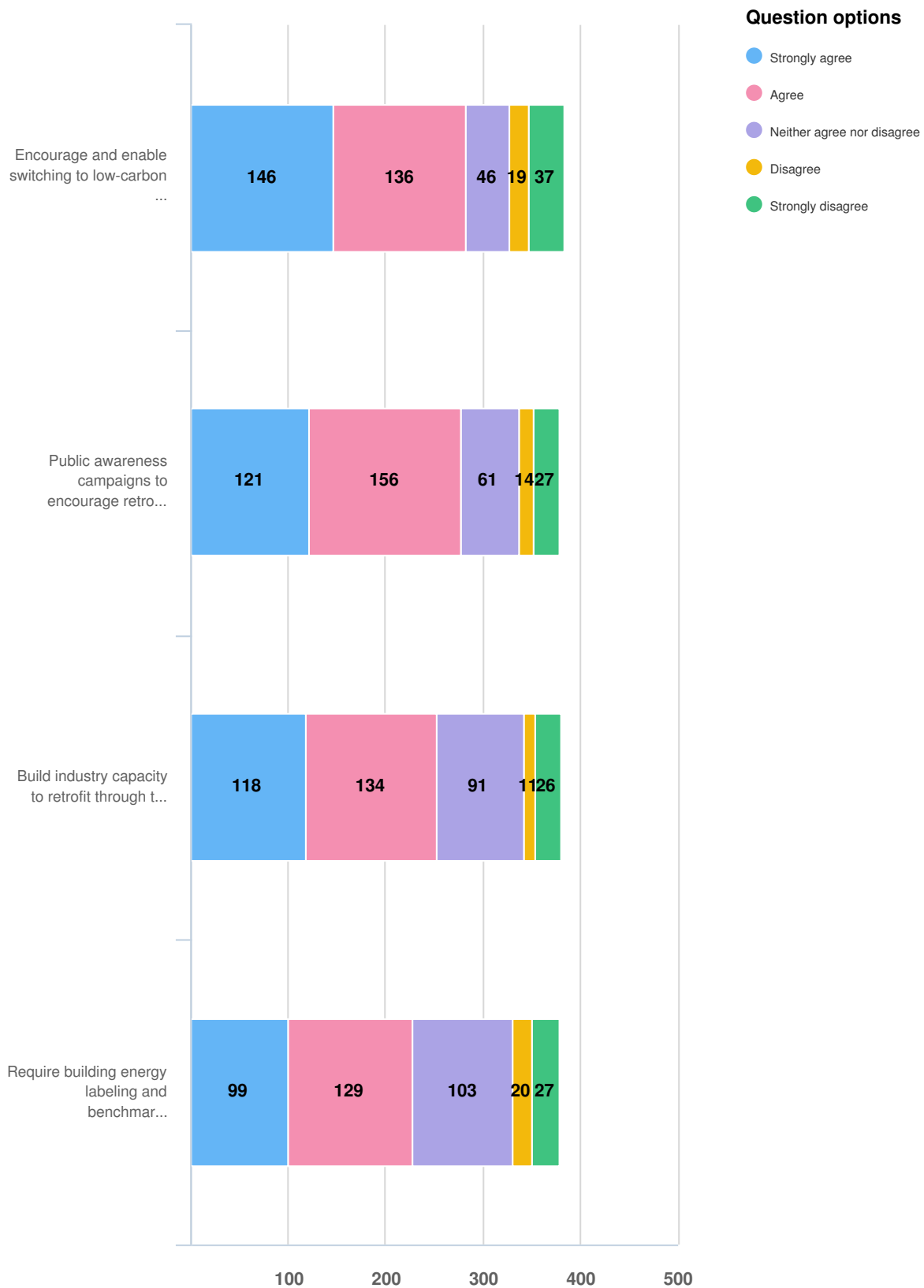
Should the following actions be included under the focus area Better New Buildings?



Optional question (384 response(s), 6 skipped)

Question type: Likert Question

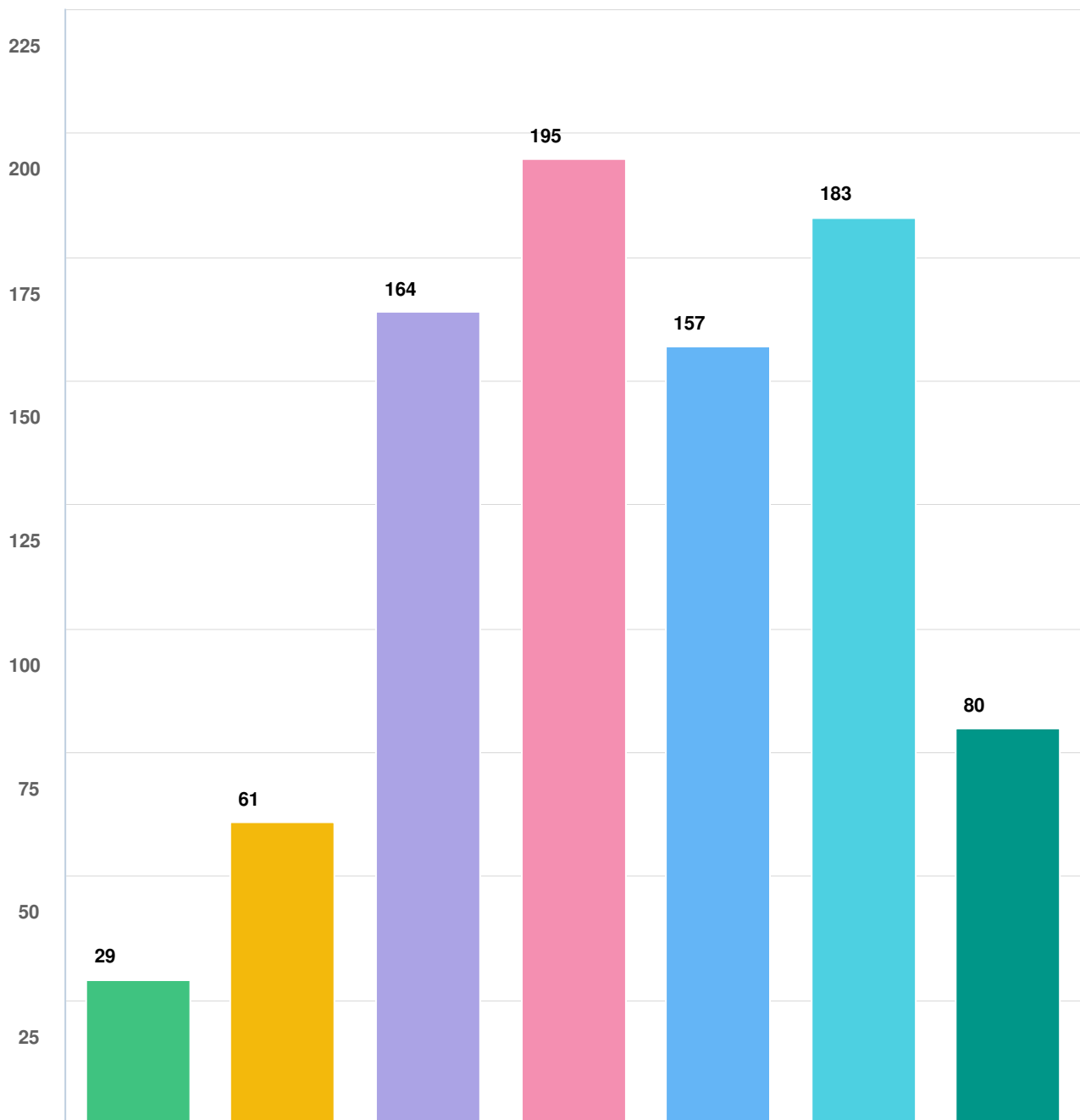
Should the following actions be included under the focus area Better Existing Buildings?



Optional question (385 response(s), 5 skipped)

Question type: Likert Question

What personal actions would you be willing to take to improve your living spaces performance? (choose all that apply)



Question options

- Other (please specify)
 ● Install solar panels
 ● Install more efficient windows and doors
- Install a heat pump or other energy efficient heating/cooling equipment
- Improve insulation and airtightness (weather stripping)
 ● I don't have the time or money to improve my living space
- I don't have a say on my living space

Optional question (385 response(s), 5 skipped)

Question type: Checkbox Question

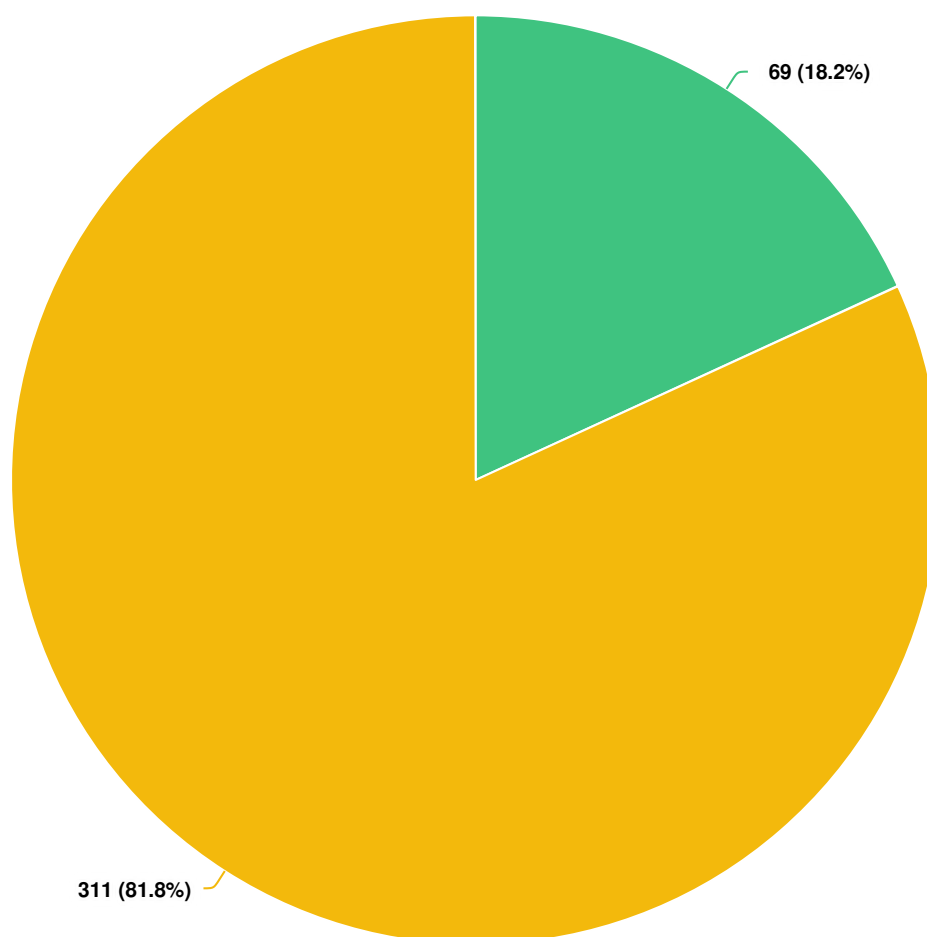
Some actions can enable or address adaptation as well as reducing our greenhouse gas emissions. Should the following actions be included under the focus area Enabling Actions and Good Governance?



Optional question (381 response(s), 9 skipped)

Question type: Likert Question

You're almost done! You can skip to the end or if you've got more time to share, you can take a peek at some questions on climate adaptation.



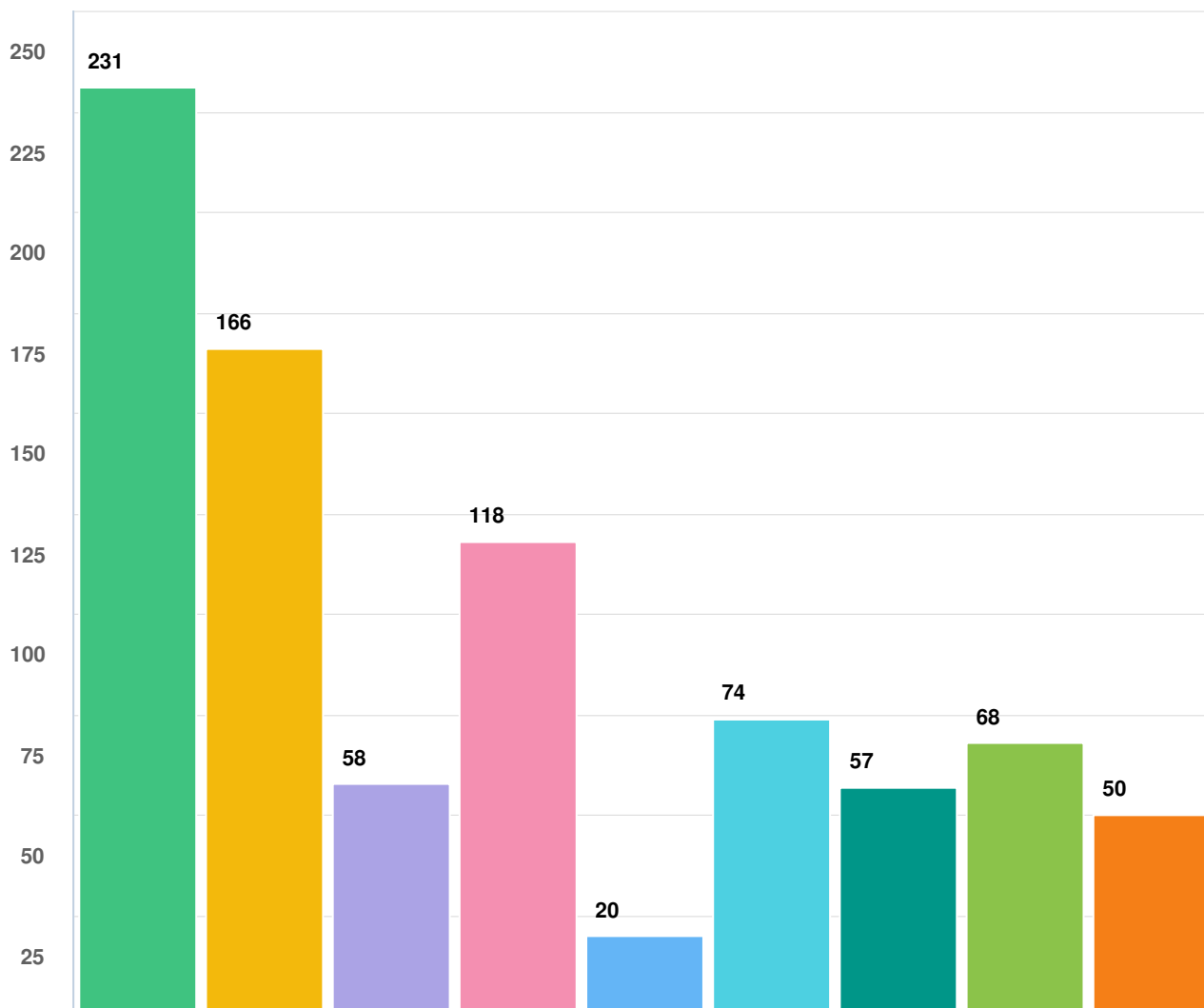
Question options

- ☒ I've got more time consider climate adaptation questions ☐ skip to the end

Optional question (380 response(s), 10 skipped)

Question type: Radio Button Question

Climate Change will have a wide range of impacts on the Sunshine Coast. Learn more about the SCRD's Climate Risk Assessment here. What Climate Risks do you believe should be the highest priority for the SCRD? (select top 3)



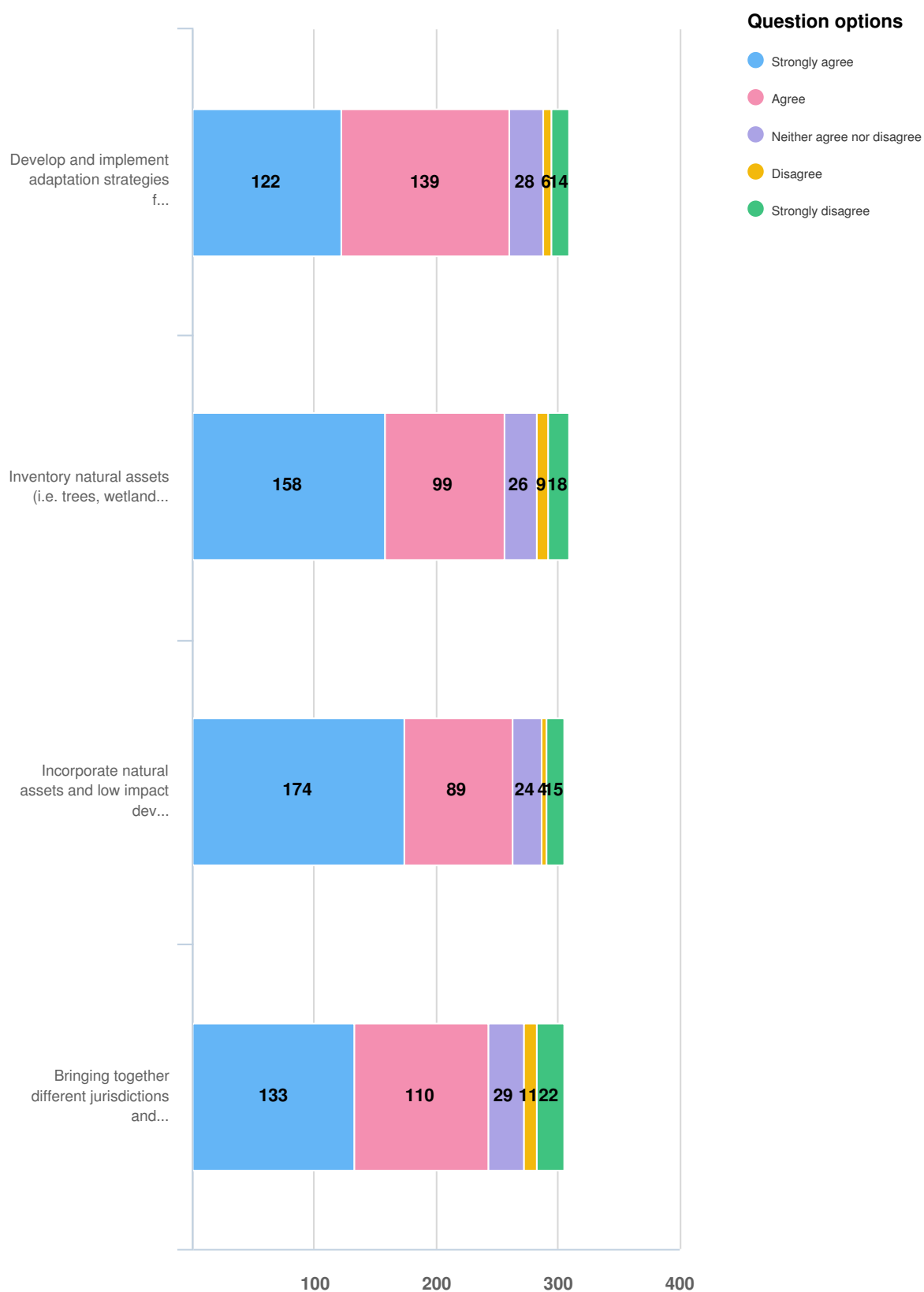
Question options

- Other (please specify)
- More frequent heatwaves and back-to-back climate emergencies leading to health risks, especially amongst equity deserving populations
- Increased water temperatures resulting in the loss of marine life and biodiversity
- Change in temperatures and creek flows negatively impacting biodiversity, changes to local flora and fauna
- Warmer winters resulting in an increase of vector borne diseases and pests (like lyme disease from ticks)
- Increase in the frequency and intensity of extreme weather events
- Increasing ocean acidification damaging ocean ecosystems and loss of marine life (more carbon dioxide in the atmosphere is making the oceans more acidic)
- Increase temperatures and decreased summer rainfall resulting in more frequent and intense wildfires
- Increased temperatures and drought putting strain on water supplies

Optional question (317 response(s), 73 skipped)

Question type: Checkbox Question

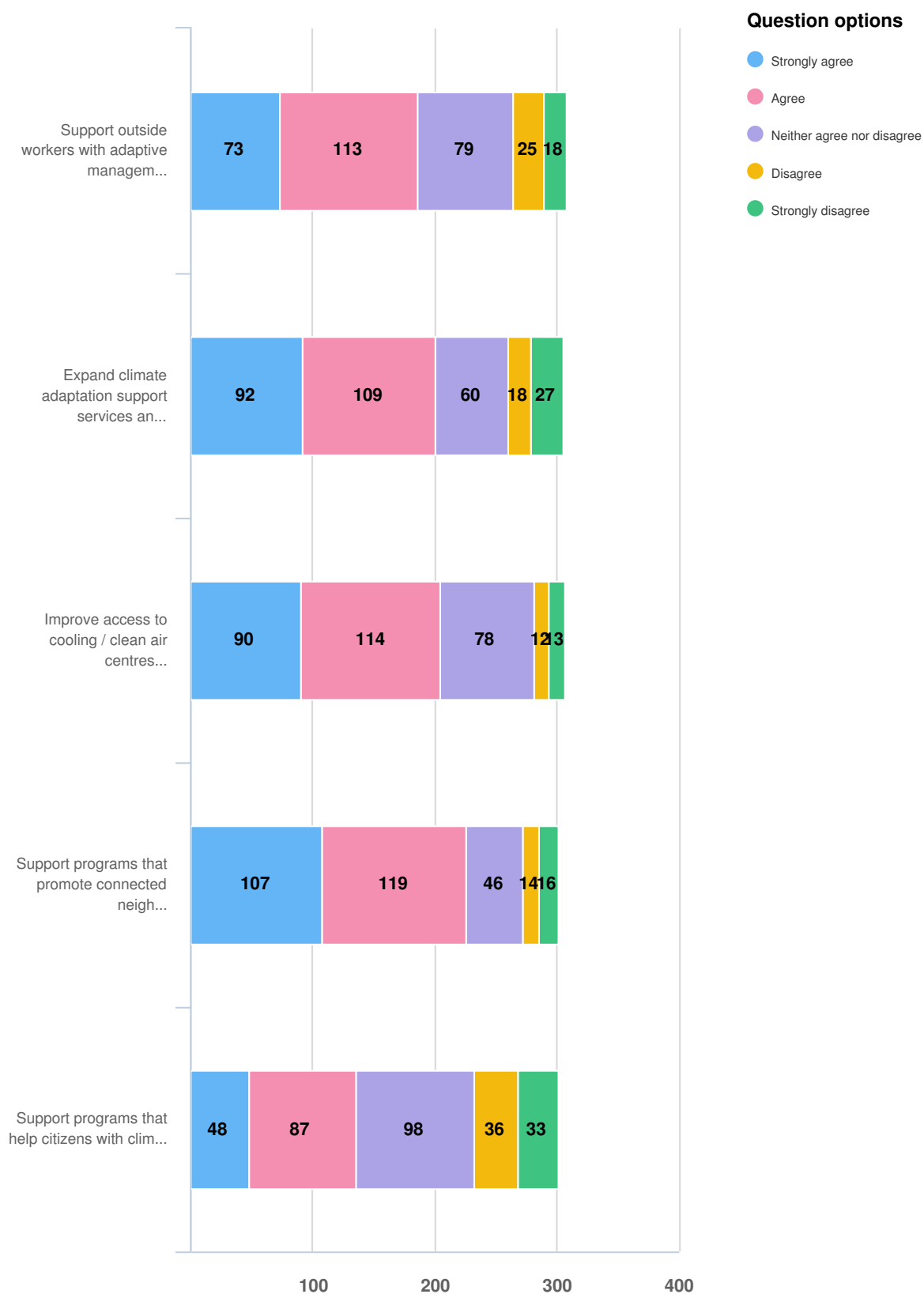
Should the following actions be included under the focus area Buildings and Infrastructure?



Optional question (312 response(s), 78 skipped)

Question type: Likert Question

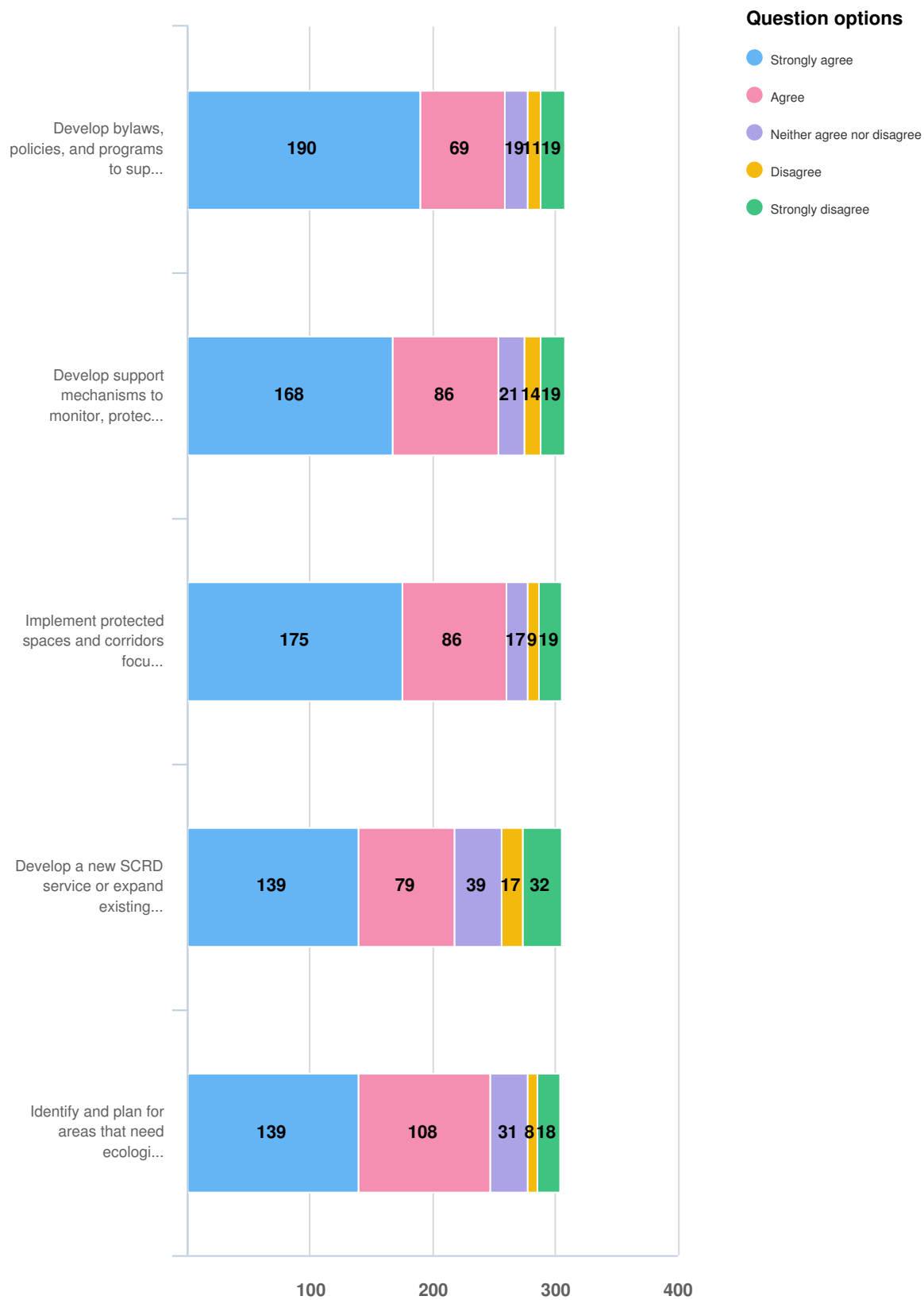
Should the following actions be included under the focus area Community Health, Support, and Connectivity?



Optional question (311 response(s), 79 skipped)

Question type: Likert Question

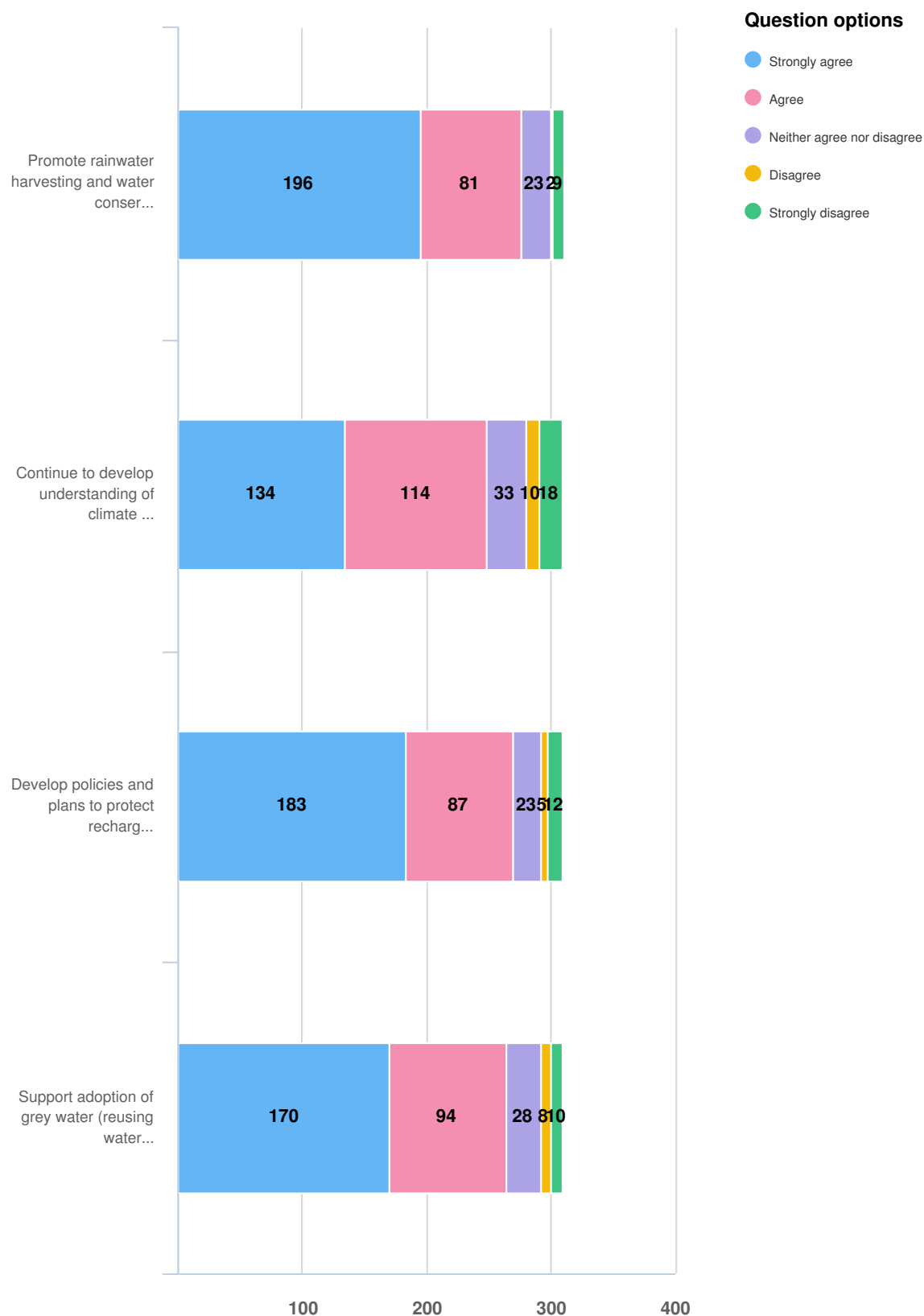
Should the following actions be included under the focus area Ecological Stewardship?



Optional question (309 response(s), 81 skipped)

Question type: Likert Question

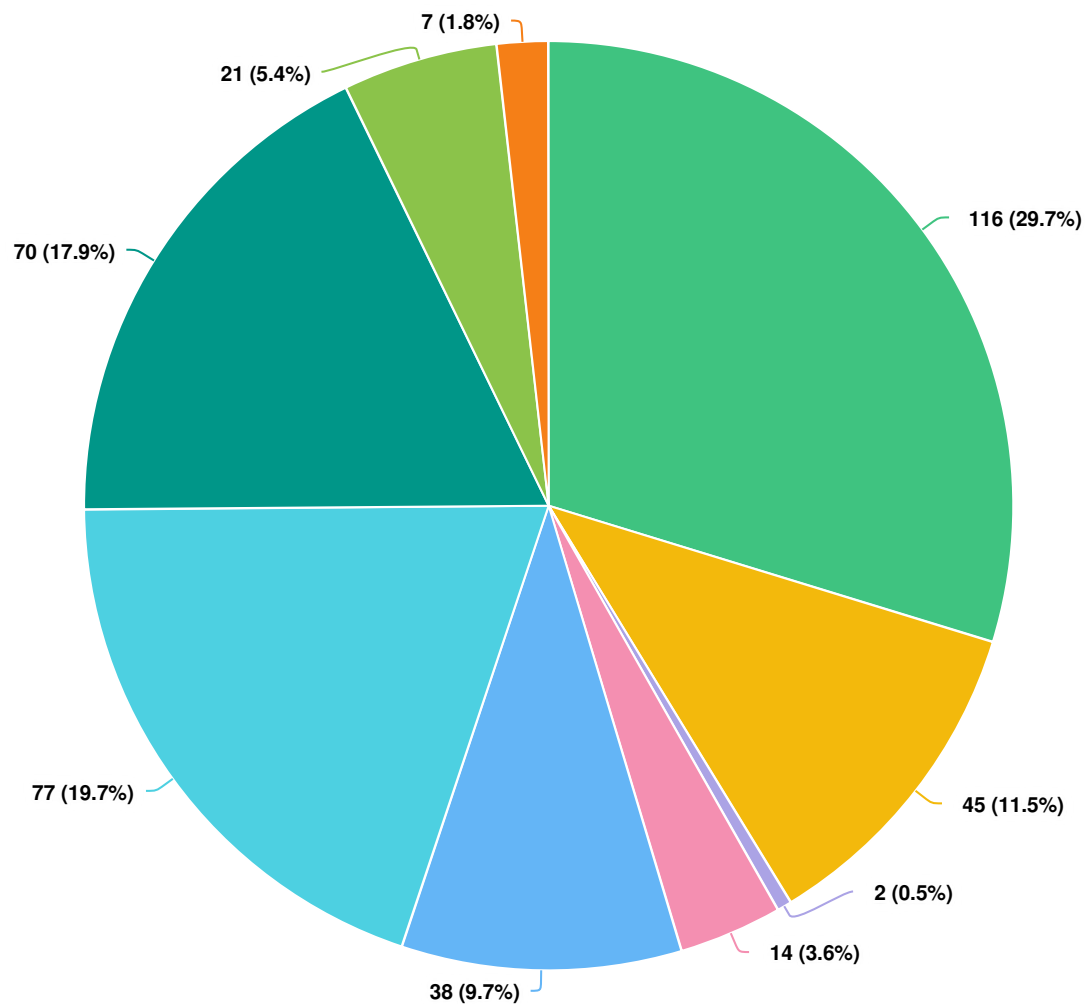
Should the following actions be included under the focus area Drinking Water Quality and Quantity? (For those on SCRD water systems, a Water Strategy will be shared shortly).



Optional question (312 response(s), 78 skipped)

Question type: Likert Question

What Electoral District do you live in?



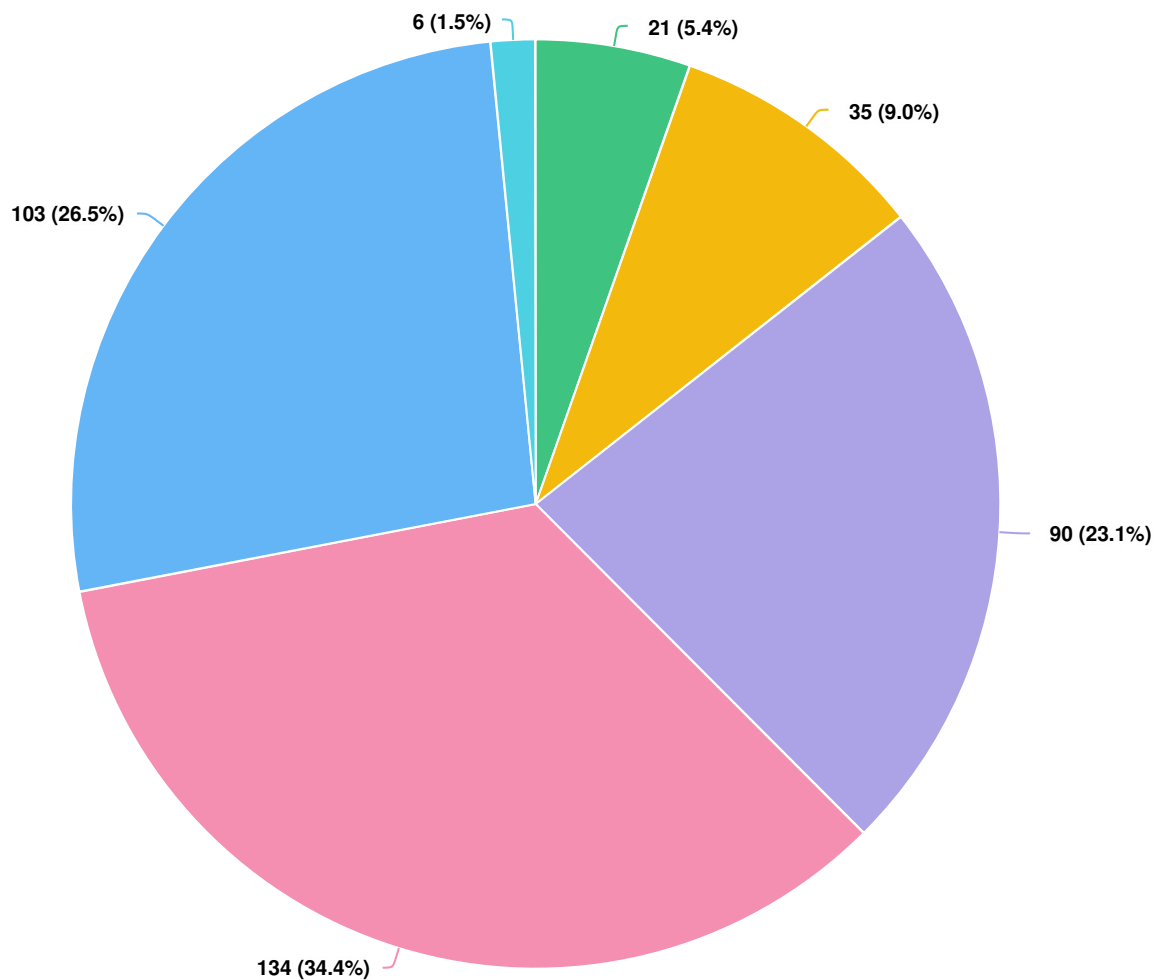
Question options

- I do not live on the Sunshine Coast
 ● Electoral District F - West Howe Sound
 ● Electoral District E - Elphinstone
- Electoral District D - Robert's Creek
 ● Electoral District B - Halfmoon Bay
 ● Electoral District A - Egmont/Pender Harbour
- shíshálh Nation
 ● Town of Gibsons
 ● District of Sechelt

Mandatory Question (390 response(s))

Question type: Radio Button Question

How long have you lived on the Coast? (optional)



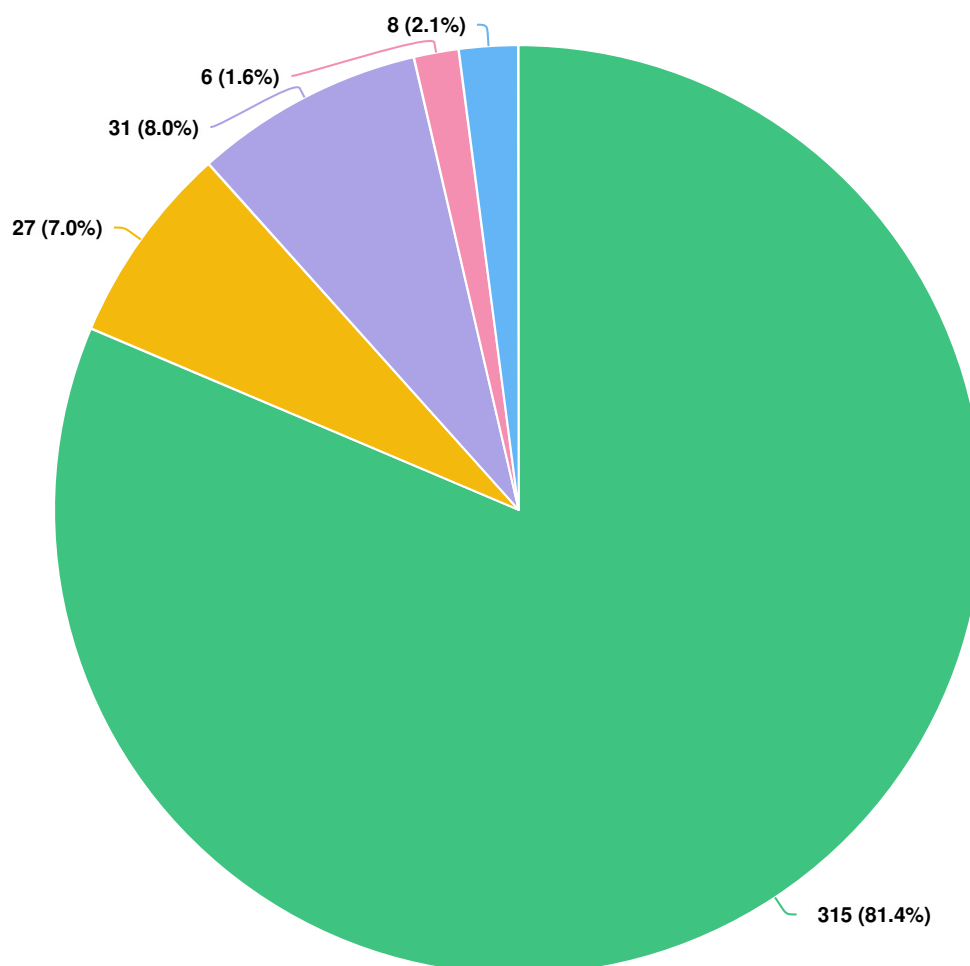
Question options

- ☐ I do not live on the Sunshine Coast ☐ 25 years or more ☐ 10 to 24 years ☐ 5 to 9 years ☐ 2 to 3 years
☐ Less than 2 years

Optional question (389 response(s), 1 skipped)

Question type: Radio Button Question

What best describes your living situation? (optional)



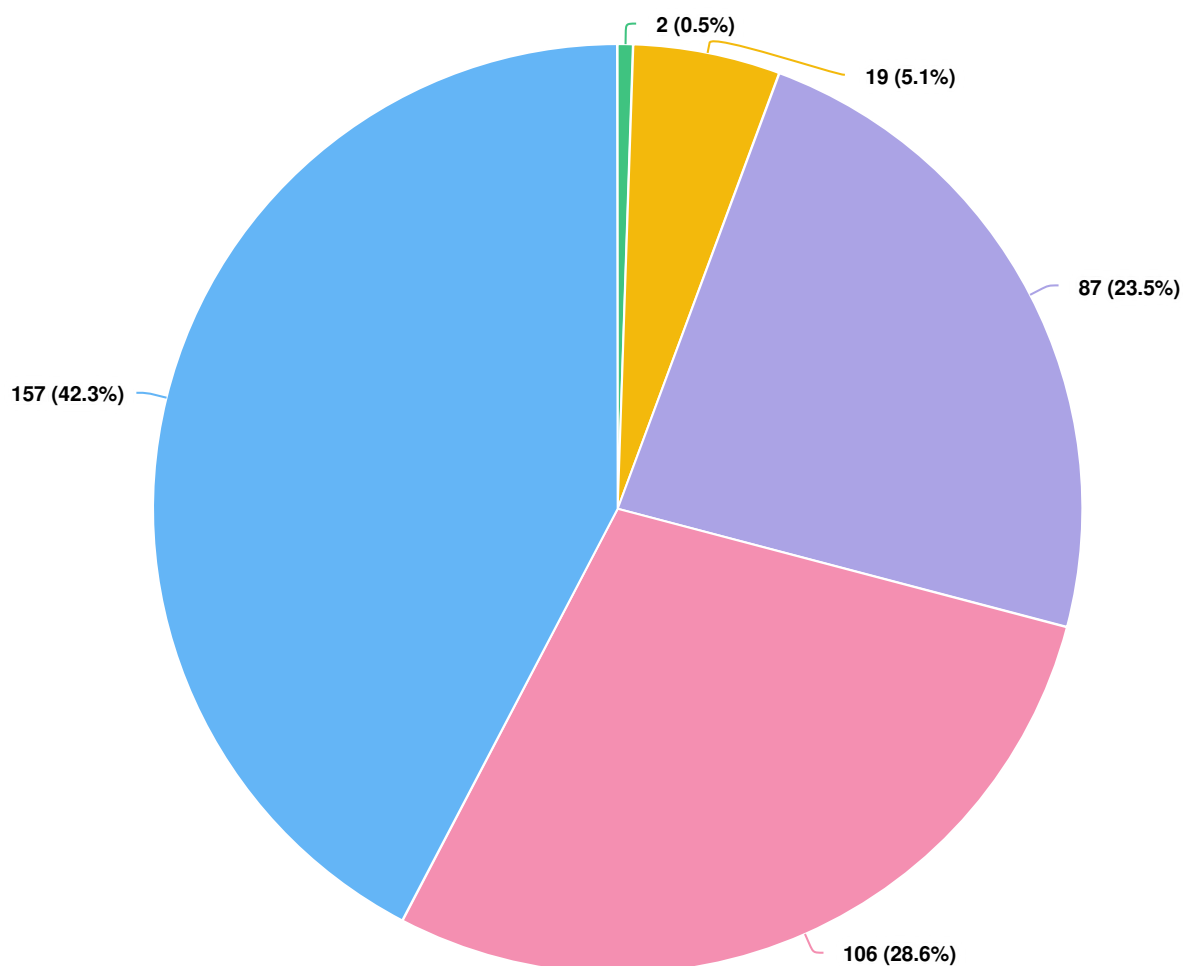
Question options

- ☐ Other (please specify) ☐ I live with friends/family ☐ I am a strata owner/live in a strata title home
☐ I am a renter/live in a rented home ☐ I am a homeowner/live in an owner-occupied home

Optional question (387 response(s), 3 skipped)

Question type: Radio Button Question

What is your age? (optional)



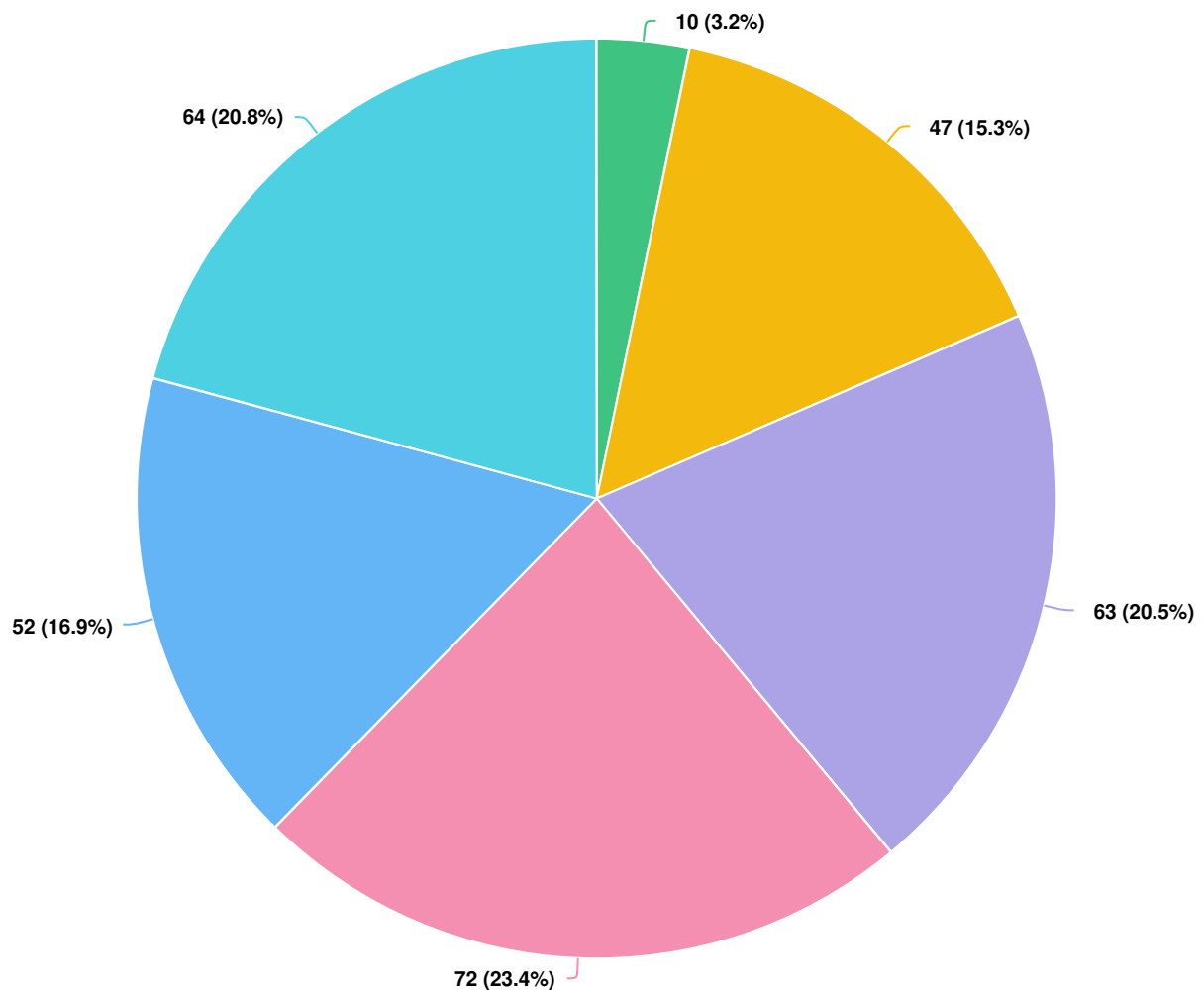
Question options

● 65 and over ● 50-64 ● 35-49 ● 20-34 ● 19 and under

Optional question (371 response(s), 19 skipped)

Question type: Radio Button Question

What is your approximate annual household income? (optional)



Question options

Over \$125k \$100k-\$125k \$75k-\$100k \$50k-\$75k \$25k-\$50k \$0-\$25k

Optional question (308 response(s), 82 skipped)

Question type: Radio Button Question

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Raphael Shay, Manager, Sustainable Development

SUBJECT: DRAFT COMMUNITY CLIMATE ACTION PLAN

RECOMMENDATION(S)

- (1) THAT the report titled Draft Community Climate Action Plan be received for information;
 - (2) AND THAT a message from the Board be included in the Community Climate Action Plan;
 - (3) AND THAT the Community Climate Action Plan be adopted as presented or amended;
 - (4) AND FURTHER THAT, pending adoption, the Community Climate Action Plan be referred to the Town of Gibsons, District of Sechelt, shíshálh Nation, and Sk̓wx̓wú7mesh Úxwumixw.
-

BACKGROUND

A Community Climate Action Plan (CCAP) has been developed to advance work on the 2019-2023 Strategic Plan priorities to “develop climate change adaptation strategy” and “update community energy and emissions plan”.

CCAP builds upon the Future Climate Projections Report, the Climate Risk Assessment, the Greenhouse Gas Emissions Inventory, and the Sunshine Coast Regional District (SCRD) Board resolution on February 24, 2022:

043/22 **Recommendation No. 7** *Community Climate Public Participation Update*

THAT the report titled Community Climate Public Participation Update be received for information;

AND THAT the report be referred to the District of Sechelt, Town of Gibsons, shíshálh Nation, and Sk̓wx̓wú7mesh Nation with an offer to present to Councils.

Referrals were sent to the above noted organizations on March 29, 2022

This report presents the CCAP for Committee/Board consideration and adoption and describes next steps in addressing the climate emergency that flow from the Plan.

DISCUSSION

The CCAP builds on existing SCRD actions to address climate change and allows the SCRD to proactively identify opportunities for action that advance the community towards low carbon resilience of its social, economic, built, and natural systems.

The SCRD acts as a coordinator and champion of the report. Some actions and risks within the plan are beyond the responsibilities and powers of the SCRD and will need to be owned and implemented by other stakeholders.

The Community Climate Action Plan consists of 14 goals, 25 actions, and 64 supporting actions. These are divided into the following themes:

- Good Governance and Enabling Actions
- Adaptation – Buildings and Infrastructure
- Adaptation – Drinking Water
- Adaptation – Ecological Stewardship
- Adaptation – Connectivity, Community Health, and Support
- Mitigation – Mobility
- Mitigation – Buildings

Best practices and public participation were used in the development of the CCAP:

- The adaptation planning process was guided by ICLEI Canada's Building Adaptive and Resilient Communities Framework (BARC). The process was community-focused and involved a Climate Adaptation Working Group, focus group discussion and a community questionnaire. This allowed for a collaborative co-development of the adaptation parts of the plan.
- Climate mitigation actions were built using the Community Energy Association's Climate Leaders Playbook. The Playbook focuses on the areas of highest impact for rapid and deep emission reductions that are relevant to BC communities. This framework was complemented by workshops with community groups as well as a community questionnaire.
- Updates were provided to the SCRD Board through the process, and a mid-project referral to member municipalities and First Nations was completed, with feedback received integrated.

Staff recommend consideration of the CCAP and adoption as presented or amended.

Further, referral of the adopted CCAP to member municipalities and First Nations is recommended.

Next Steps

Following adoption of the CCAP, the following actions would be initiated by staff and as described in the Plan:

1. Implementation Schedules: Implementation Schedules will be added as appendices to the CCAP. Combined with the prioritization of risks and actions already completed, this information will make actions more grounded and actionable. The Implementation Schedules include:

- Action scope, details, and benefits
- Supporting actions
- SCRD's role
- Mitigation / Adaptation co-benefits and risks
- Lead organizations
- Potential supporting organizations
- Integration, interfaces, and current practices
- Anticipated timing
- Immediate next steps
- Costs and resourcing
- Monitoring metrics

These schedules are intended to be a living part of the document and can be updated regularly to reflect projects approved through the annual budget process, led by partners, accessed through grants, etc.

2. GHG emissions targets: As noted in the complementary report *Public Participation Summary - Community Climate Action Plan*, the draft CCAP does not include greenhouse gas emissions targets. Establishing a target is an action in the Good Governance and Enabling Actions section. It is proposed that the target-setting discussion builds upon the upcoming exercise of setting SCRD's corporate targets.
3. Developing summary material: An additional next step will involve creating graphic material to summarize the plan and support its dissemination through community events, and the several communication channels at the SCRD's disposal. This is part of an already approved/funded project.

Organizational and Intergovernmental Implications

In the areas where the SCRD has services and jurisdiction, actions will be detailed further in the implementation schedules and completed using existing resources or through incremental resourcing and collaboration approved by the Board as part of the budget process.

A wide range of roles exist for the SCRD where regional district service areas or jurisdiction is limited or absent. These include advocacy, collaboration, various forms of support, convening, and facilitating.

Many of the proposed actions have overlap and interplay with member municipalities, First Nations, provincial ministries, as well as private and public groups. How to take action in these areas will be the prerogative and responsibility of these groups. Staff recommend that this report

be referred to the District of Sechelt, Town of Gibsons, shíshálh Nation, and Skwxwú7mesh Nation with an offer to present the CCAP to Councils. Feedback received can be incorporated into implementation schedules.

Regular updates on CCAP progress will be provided to the SCRD Board.

Financial Implications

The Sunshine Coast is facing a wide range of climate impacts that will strain adaptive capacity and resources. Simultaneously achieving reduced emissions will require investments. Prioritizing where resources should be focused for the highest impact will be considered moving forward through strategic planning, budgeting and work-planning processes that build upon the completed prioritization workshops and public participation feedback.

There are co-benefits to developing a community that is both resilient and has net zero emissions - business continuity, investment attraction, social equity and inclusion, human health, for example.

There are costs associated with inaction; a proactive approach has been shown to be the most cost-effective way to protect the services that people, businesses, and the economy depend on. For example, building and moving homes out of high-risk areas can reduce the costs of coastal flooding by 2100 up to 90% while using climate resilient materials and design for roads can reduce the costs of roads by 90% by the 2050s.¹

STRATEGIC PLAN AND RELATED POLICIES

The Sustainable Development Division's work on community climate change is highly integrated into a variety of Strategic Plan priorities, including:

- Community Resilience and Climate Change Adaptation
 - DEVELOP CLIMATE CHANGE ADAPTATION STRATEGY
 - UPDATE COMMUNITY ENERGY AND EMISSIONS PLAN
 - PROMOTE SOCIAL EQUITY
- Engagement and Communications
 - DEVELOP PUBLIC OUTREACH AND ENGAGEMENT STRATEGY
 - ENHANCE ON-LINE TOOLS TO IMPROVE FUNCTIONALITY AND USER EXPERIENCE
- Asset Stewardship
 - PLAN FOR AND ENSURE YEAR-ROUND WATER AVAILABILITY NOW AND IN THE FUTURE

¹ Ness, Ryan, Dylan G. Clark, Julien Bourque, Dena Coffman, and Dale Beugin. 2021. Under Water: The Costs of Climate Change for Canada's Infrastructure. Canadian Institute for Climate Choices. Ottawa, ON.

- CONTINUE TO DEVELOP AND IMPLEMENT COMPREHENSIVE ASSET STEWARDSHIP STRATEGY
- Working Together
 - ENHANCE FIRST NATIONS RELATIONS AND RECONCILIATION
 - INCREASE INTERGOVERNMENTAL COLLABORATION

CONCLUSION

A draft Community Climate Action Plan has been created for the Board's consideration. The plan consists of 14 goals, 26 actions, and 64 supporting actions that build upon the existing actions taken by the SCRD to address climate change and allow the SCRD to proactively identify opportunities for action that advance the community towards low carbon resilience. The actions cover governance and enabling actions, adaptation and mitigation.

Many of the proposed actions can be led or facilitated by the SCRD. Other areas have overlap and interplay with member municipalities, First Nations, other provincial ministries, as well as private and public groups. How to take action in these areas will be the prerogative and responsibility of these groups.

Following adoption, next steps will be completing implementation schedules to make actions grounded and actionable. Emission reduction targets will be proposed for Board consideration. Graphic material to summarize the plan and increase awareness in the community will be developed.

ATTACHMENTS

Attachment A – Draft Community Climate Change Action Plan

Reviewed by:			
Manager		Finance	X – T. Perreault
GM	X – I. Hall X – M. Brown X – S. Gagnon	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

Sunshine Coast Regional District
Community Climate Action Plan – DRAFT

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1. Land Acknowledgement

We acknowledge with respect and gratitude that this report was produced on the shíshálh swiya and the lands of the Skwxwú7mesh Úxwumixw. The First Peoples have been here since time immemorial and their history in this area is long and rich.

The Sunshine Coast Regional District recognizes the shishalh and Skwxwú7mesh peoples as custodians of the land in which the Regional District is located. The Regional District respectfully acknowledges the First Nations' long history of stewardship, deep knowledge, and will look for opportunities to learn and collaborate on actions and issues of mutual interest related to climate change.

2. Executive Summary

The CCAP builds on existing SCRD actions to address climate change and allows the SCRD to proactively identify opportunities for action that advance the community towards low carbon resilience of its social, economic, built, and natural systems.

The Community Climate Action Plan consists of 14 goals, 25 actions and 64 supporting actions. These are divided into the following themes:

1. Good Governance and Enabling Actions

- 1.1. Integrate "SCRD Climate Change Action Plan" into all relevant policies, plans, permits, bylaws, asset management plans, budget processes, etc. (see Building & Infrastructure, Drinking Water, as well as Ecosystem Stewardship sections for more related actions).
- 1.2. Set GHG emissions target.
- 1.3. Host regular collaboration opportunities between local governments, senior government agencies, and local stakeholders to maximize progress and reduce duplication of efforts.
- 1.4. Have regular and up to date information on science and learning opportunities for staff, elected officials, stakeholders, and community at large.

2. Adaptation – Buildings and Infrastructure

- 2.1. Develop detailed knowledge of climate risks and adaptation framework for infrastructure.
- 2.2. Develop and implement adaptation strategies for infrastructure at risk.
- 2.3. Increase Sunshine Coast's ability to address stormwater risk.
- 2.4. Develop Natural Assets Inventory and management plans.
- 2.5. Identify and encourage the incorporation of low impact development strategies at the corporate and community level to support stormwater management.
- 2.6. Utilize coastal floodplain mapping to identify opportunities to implement green shores programming.

3. Adaptation – Drinking Water

- 3.1. Continue to develop understanding and mitigate against the impacts of climate change on water systems.

- 3.2. Support resilience and diversification of water supply for agriculture and other water dependent economic activity.

4. Adaptation – Ecological Stewardship

- 4.1. Integrate conservation and ecological resilience in service functions and day-to-day operations at corporate level including, for example, Bylaw Services, Planning, Parks, Utility Services
- 4.2. Support, and where needed develop, mechanisms to monitor ecosystem health and protect biodiversity.
- 4.3. Review and update Official Community Plans and related tools to consider ecosystem health and resilience.
- 4.4. Develop programs and regulatory tools to promote ecological resilience and biodiversity.

5. Adaptation – Connectivity, Community Health, and Support

- 5.1. Identify opportunities to support and expand existing initiatives that increase community connectedness, enhance support systems, and increase resilience at the neighbourhood level.
- 5.2. Expand active transportation programs and pedestrian networks that integrate a Low-Carbon Resilience framework.
- 5.3. Improve access to cooling and clean air centres and resources.
- 5.4. Identify opportunities to implement programs that support equity-deserving groups.
- 5.5. Identify opportunities to develop climate anxiety programs to support youth and elders.

6. Mitigation – Mobility

- 6.1. Support transit, walking, and biking.
- 6.2. Support rapid switch to zero-emission vehicles.

7. Mitigation – Buildings

- 7.1. Support the construction of better new buildings.
- 7.2. Support better existing buildings.

Best practices and public participation were used in the development of the CCAP:

- The adaptation planning process was guided by ICLEI Canada's Building Adaptive and Resilient Communities Framework (BARC). The process was community-focused and involved a Climate Adaptation Working Group, focus group discussion and a community questionnaire. This allowed for a collaborative co-development of the adaptation parts of the plan.
- Climate mitigation actions were built using the Community Energy Association's Climate Leaders Playbook. The Playbook focuses on the areas of highest impact for rapid and deep emission reductions that are relevant to BC communities. This framework was complemented by workshops with community groups as well as a community questionnaire.

In the areas where the SCRD has services and jurisdiction, actions will be detailed further in the implementation schedules and completed using existing resources or through incremental resourcing and collaboration.

A wide range of roles exist for the SCRD where regional district service areas or jurisdiction is limited or absent. These include advocacy, collaboration, various forms of support, convening, and facilitating. Many of the proposed actions have overlap and interplay with member municipalities, First Nations, provincial ministries, as well as private and public groups. How to take action in these areas will be the prerogative and responsibility of these groups.

3. Introduction

The SCRD is committed to acting on climate change. The 2019-2023 Strategic Plan states, “in the face of a global climate emergency we must move swiftly to reduce GHG emissions and enhance our region’s resiliency to the effects of a changing climate.” The Sunshine Coast community is concerned about climate change with 85% of respondents to a climate questionnaire saying they were either extremely or moderately concerned about climate change.¹

The SCRD has long been active on the issue, most recently adopting a Corporate Carbon Neutrality Plan and a Transit Future Action Plan. These are part of the reimagining of society needed for a rapid and deep reduction in greenhouse gas emissions. The Sunshine Coast is also at the forefront of several climate impacts and is familiar with atmospheric rivers, heat domes, and damages to ecosystems and biodiversity. Thankfully, several projects are underway to build resilience to some climate impacts such as prolonged drought impacting water supplies and the Community Wildfire Protection Plan.

Nationally, Canada’s climate is warming two times faster than the global average, making climate impacts notable in all areas.² Around the world, climate change is causing more severe impacts that threaten communities, economies, and ecosystems. “To avoid mounting loss of life, biodiversity and infrastructure, ambitious and accelerated action is required to adapt to climate change, while at the same time making rapid, deep cuts in greenhouse gas emissions.”³

Low Carbon Resilience – Embracing Mitigation and Adaptation

As the effects of climate change are wide-ranging, a diverse set of responses is required. Climate change must be addressed in two ways: mitigation and adaptation. One set of

¹ February 2023, 390 responses to the SCRD’s Community Climate Action Plan Questionnaire.

² Canada’s National Adaptation Strategy. (2022)

<https://www.canada.ca/en/services/environment/weather/climatechange/climate-plan/national-adaptation-strategy.html>

³ Intergovernmental Panel on Climate Change, Sixth Assessment Report. 2022. <https://www.ipcc.ch/report/ar6/wg2/resources/press/press-release>

strategies minimizes future changes to the climate; the other helps us prepare for the inevitable changes that are to come.

Low carbon resilience is a lens used to coordinate and co-evaluate adaptation and mitigation strategies in policy, planning and implementation processes to reduce both emissions and vulnerability.⁴ Actions in one area should not exacerbate the burden of another area. For example, an adaptation measure that emits large quantities of greenhouse gases is bound to make the problem worse and limit effectiveness.

More importantly, adaptation is not meant to replace or undermine mitigation efforts. On the contrary, adaptive capacity of socio-ecological systems will be exceeded without rapid and deep GHG emissions reductions. Implementing both climate change mitigation and adaptation measures is important to respond to both the causes and effects of climate change.

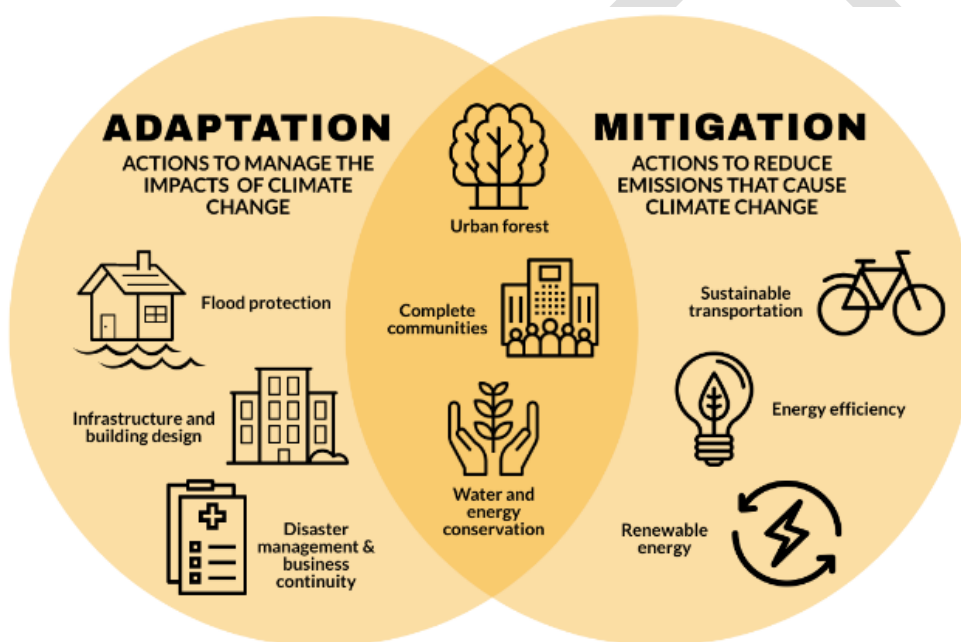


Figure 1: Overlap and Differences Between Climate Adaptation and Mitigation

About the Sunshine Coast

The Sunshine Coast Regional District covers 3,767.43km² of beautiful land from Xenichen / Jervis Inlet in the North, Átl'ka7tsem / Howe Sound in the East, Salish Sea in the South and ayl'-khain / Nelson and Hardy Islands area in the West. It spans parts of the shíshálh swiya and the Skwxwú7mesh úxwumixw territory.

⁴ Simon Fraser University - Action on Climate Team; <https://www.sfu.ca/act/low-carbon-resilience.html>

32,170 people call the Sunshine Coast home and the population is growing at approximately 1.5% per year.⁵ The area has an older demographic compared to the rest of British Columbia. Primary employment sectors include: health care and social services; construction; retail trade; professional; scientific and technical services; as well as accommodation and food services.

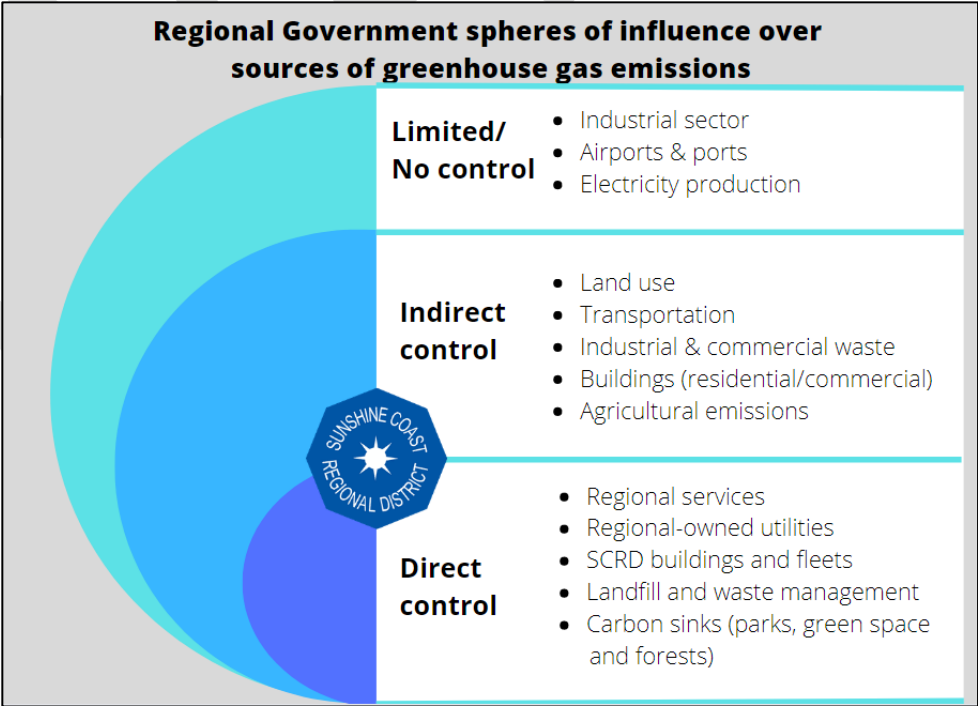
Intention of the Plan

The goal of this Community Climate Action Plan (CCAP) is to build upon the existing actions taken by the Sunshine Coast Regional District to address climate change and allow the SCRD to proactively identify opportunities for action that advance the community towards low carbon resilience of its social, economic, built, and natural systems.

The plan’s intent is to help organizations, institutions, businesses, equity-deserving groups, and individuals of all ages reduce carbon footprints and adapt to current and future climate-related risks and opportunities.

The development of this plan took a broad approach that involved the community as well as local government administration. Future engagement will continue to strengthen our collective ability to move forward.

The SCRD acts as a coordinator and champion of the report. However, some actions and risks within the plan are beyond the responsibilities and powers of the SCRD and will need to be owned and implemented by other stakeholders. This collaborative co-governance model allows the burden of responsibility to be shared amongst key partners and increases resilience in areas outside the jurisdiction of regional government.



⁵ 2021 census with population growth of 7.3% between 2016 and 2021.

4. Action Planning

Climate Adaptation Action Planning

The adaptation planning process was guided by ICLEI Canada's Building Adaptive and Resilient Communities Framework (BARC, see section 11 for more details). The process was community-focused, convening the Climate Adaptation Working Group at multiple workshops. This allowed for a collaborative co-development of the adaptation plan.

The action identification process began with a brainstorming workshop with the CAWG. At the workshop, participants were presented with a list of prioritized climate impacts and were asked to identify potential actions to increase resilience on the Sunshine Coast. Over 250 responses were initially ideated by the CAWG resulting in nearly 100 actions and associated sub-actions.

All actions were carefully evaluated by the project team and were coalesced, edited, and streamlined where necessary to ensure that each action and sub action was tailored to the prioritized climate impacts and were within the realm of the SCRD and its partners to implement. A gap-analysis followed with targeted engagement of CAWG members. This led to a shortlist of ranked actions. The purpose of this activity was to ensure the shortlisted actions were effective, feasible, acceptable, equitable, and flexible. Ranking these actions against these criteria resulted in an understanding as to which actions should be considered an urgent priority, and those which should be implemented in longer time horizons. Planning work also involved setting a long-term adaptation vision, goals, and objectives.

In addition to this work by the core project team and the CAWG, workshops with community groups were held to discuss potential actions. A community-wide questionnaire also included an adaptation section that was completed by 311 people.

Climate Mitigation Action Planning

Climate mitigation actions were built using the Community Energy Association's Climate Leaders Playbook. The Climate Leaders Playbook focuses on the areas of highest impact for rapid and deep emission reductions that are relevant to BC communities. This framework was complemented by workshops with community groups.

Additionally, a community-wide questionnaire was conducted. A total of 390 people answered the climate mitigation section of the questionnaire, providing invaluable feedback on what actions are a priority, what might be missing, and how actions rank in priority against one another.

Action Implementation Schedules

Implementation workshops and focus groups were held to develop implementation schedules for each action. The implementation schedules include:

- Action scope, details, and benefits
- Supporting actions
- SCRD's role
- Mitigation / Adaptation co-benefits and risks
- Lead organizations
- Potential supporting organizations
- Integration, interfaces, and current practices
- Anticipated timing
- Immediate next steps
- Costs and resourcing
- Monitoring metrics

The implementation schedules are intended to be a living document and will be further refined as implementation progresses. Updates may be made to accommodate changes in policies, staff or financial resources, and unexpected extreme weather events. This flexibility will ensure that the SCRD and its partners are not unduly constrained should new opportunities for implementation arise.

The complete implementation schedules for each action will be completed and attached as an Appendix.

5. Vision Statement

By 2050, the Sunshine Coast has net zero emissions and is a resilient, thriving community, where climate action has improved the quality of life for all people.

6. Guiding Principles

Social Equity: Climate change, the pandemic and other drivers of change, including local government policy, impact people differently. Vulnerable and equity-deserving groups have less adaptive capacity. Intentional change should recognize this differential impact and seek to reduce inequity in order to foster a more resilient and vibrant future.

Reconciliation: The Sunshine Coast Regional District is located on the unceded shíshálh swiya and the lands of the Skwxwú7mesh Úxwumixw. The Regional District is guided by senior governments and takes inspiration from the United Nations Declaration on the Rights of Indigenous Peoples.

Collaboration: The Sunshine Coast is blessed with passionate and knowledgeable citizens. Co-creating a climate with stakeholders will result in a stronger plan and ownership over actions. Clarity on power, roles, and responsibilities will always be at the forefront of engagement to ensure energies can be focused and lead to meaningful impact.

Prioritization: The Sunshine Coast is facing a wide range of climate impacts that will strain adaptive capacity and resources. Simultaneously, achieving net-zero emissions will require investments. Prioritizing where resources should be focused for the highest impact will be important. Climate adaptation costs for municipal assets in Canada were estimated at \$5.3 billion per year in 2021 yet available funding was only approximately \$1.4 billion.⁶ Part of this work will involve intentionally addressing changes to levels of service to facilitate the transition to low carbon resilience.

7. Themes, Goals, Actions – Climate Real, Climate Conscious, Climate Ready

Good Governance and Enabling Actions

Good governance and enabling actions are those that are required to build capacity and enable the continued integration of climate change into daily business and decision-making. As such, they apply across multiple themes and goals. Enabling actions centre around governance, planning, monitoring, and evaluation in the SCRD and are crucial to the successful implementation and long-term success of all suggested actions.

The actions identified below will seek to integrate climate impacts and risk in current and future policy and direction. They also aim to increase knowledge and further opportunities to collaborate across the coast to increase capacity and reduce duplication of effort.

Goal 1: Integration and Support – Climate action is reflected in government policies and financing opportunities are identified.	
Action 1	Integrate "SCRD Climate Change Action Plan" into all relevant policies, plans, permits, bylaws, asset management plans, budget processes, etc. (see Building & Infrastructure, Drinking Water, as well as Ecosystem Stewardship sections for more related actions).
Sub-Actions	Prioritize review of existing policies, plans, bylaws, and asset management plans based on existing scheduled reviews and leverage potential.
	Develop climate lens to operationalize integration into policies, plans, bylaws, and asset management plans.
	Clearly define local government liabilities and community finance opportunities.

⁶ The Cooperators presentation by Don Iveson.

SCRD's Role	SCRD will conduct internal reviews and will promote learning opportunities within departments and amongst partners.
Action 2	Set GHG emissions target.
Sub-Actions	Adopt GHG target as policy.
	Develop mechanisms to track progress and inform decision making, such as a carbon budget.
SCRD's Role	The SCRCD can facilitate a community discussion on targets for the community. Adopted targets would be guiding targets rather than binding targets.
Goal 2: Collaboration - Stronger collaboration between different levels of government, local governments, businesses, and community groups.	
Action 3	Host regular collaboration opportunities between local governments, senior government agencies, and local stakeholders to maximize progress and reduce duplication of efforts.
Sub-Actions	Host regular climate themed discussions for various parties to share openly about challenges and opportunities.
	Identify areas where jurisdictional boundaries or collective priorities overlap.
	Facilitate collaboration opportunities on priority areas.
SCRD's Role	SCRD will play a convenor and facilitator role.
Goal 3: Knowledge - Governments and citizens are knowledgeable of local climate change impacts and solutions.	
Action 4	Have regular and up to date information on science and learning opportunities for staff, elected officials, stakeholders, and community at large.
Sub-Actions	Create regular climate briefs and support educational opportunities to equip citizens, staff, and elected representatives with climate information.
	Increase knowledge and awareness of climate change and actions among citizens (see other themes for additional educational actions).
SCRD's Role	SCRD will integrate climate information into existing communication channels.

Adaptation - Buildings and Infrastructure

The built environment includes a variety of infrastructure from across the community – roads, power systems, water treatment facilities, buildings, and homes – which are all at risk from a changing climate. The SCRCD will work with its regional and local partners to identify key infrastructure at-risk from the impacts of extreme weather and implement strategies to reduce risk and increase resilience in the community.

Traditional infrastructure such as buildings, roads, bridges, pipes, and power lines are not the only systems at risk from climate change impacts. The SCRCD will seek to further its understanding of how its natural assets can be accounted for, protected, and bolstered to continue to provide integrated approaches to reducing emissions, advancing solutions to reducing climate risk, and improving the quality of life for residents on the Coast.

The strategies identified below will identify local and regional partners, target key infrastructure vulnerability, and provide local governments and partners with information and tools to protect our grey, green, and blue infrastructure from both the acute and long-term impacts of climate change.

Goal 4: Buildings and Infrastructure are resilient to climate change, extreme weather events, wildfires, and sea level rise.	
Action 5	Develop detailed knowledge of climate risks and adaptation framework for infrastructure.
Sub-Actions	Work with local and regional partners to develop standardized adaptation strategy frameworks and design criteria.
	Undertake coastal floodplain mapping.
	Continue expanding knowledge of wildfire risks and mapping.
	Continue developing knowledge of extreme weather risks, including atmospheric rivers and associated floodplain mapping as well as heat domes.
Mitigation Co-benefit	A better understanding of potential future energy demand can support strategizing how to meet that demand with renewable energy and efficiency.
SCRD's Role	SCRD will proactively collaborate with partners on frameworks and knowledge generation and sharing to support the advancement of this work in the community.
Action 6	Develop and implement adaptation strategies for infrastructure at risk.
Sub-Actions	Identify key infrastructure at risk from extreme weather events, wildfires, and sea level rise.
	Work with local governments and regional partners to identify shared interests and responsibilities.
	Develop adaptation strategies, integrate into asset management plans, and implement.
Mitigation Co-benefit	Improving infrastructure performance and reliability could be done in a way that supports reduction of GHG emissions.
SCRD's Role	SCRD will pro-actively work on its own assets and facilitate knowledge sharing to reduce duplication of effort.
Action 7	Increase Sunshine Coast's ability to address stormwater risk.
Sub-Actions	Convene partners with role and interest in stormwater management to identify shared interests and values.
	Assess current capacity of stormwater infrastructure (e.g. culverts) with updated IDF curves and seasonal precipitation projections.
	Identify opportunities to integrate stormwater management at the site level through zoning bylaw amendments and the Development Permit Approvals Process.
	Participate in Provincial processes to increase adaptive capacity to stormwater, including Ministry of Transportation and Infrastructure's program to upgrade culverts, Ministry of Forests' Flood Strategy and The Ministry of Water, Land and Resource Stewardship's Watershed Strategy and Fund.
Mitigation Co-benefit	A carbon sink co-benefit exists when nature based solutions are involved.
SCRD's Role	Convening, facilitating, and supporting regionally relevant work that supports the region's interests.

Goal 5: Natural assets and green infrastructure are integrated into climate adaptation measures	
Action 8	Develop Natural Assets Inventory and management plans.
Sub-Actions	Work with Town of Gibson's to build on existing Natural Asset Valuation. Integrate natural assets into asset management plans.
Mitigation Co-benefits	Natural assets have a significant role to play as carbon sinks.
SCRD's Role	Partner with others leading this work (such as the Town of Gibsons) and focus on those natural assets that are relevant to SCRD's services.
Action 9	Identify and encourage the incorporation of low impact development strategies at the corporate and community level to support stormwater management.
Sub-Actions	Identify under-utilized sites (e.g., parking lots, vacant lots, etc.) to include non-permeable surfaces and vegetative swales. Identify opportunities to include site-specific low impact development at site level through bylaws, development approvals, or through incentive programs.
Mitigation Co-benefits	Natural assets have a significant role to play as carbon sinks.
SCRD's Role	Apply regulatory tools and co-develop projects within jurisdiction.
Action 10	Utilize coastal floodplain mapping to identify opportunities to implement green shores programming.
Mitigation Co-benefits	Natural assets have a significant role to play as carbon sinks.
SCRD's Role	Support programming and determine applicability on SCRD's coastal properties.

Adaptation - Drinking Water

The Sunshine Coast is already witnessing how climate change is worsening summer droughts. With seven of the last eight years seeing less summer precipitation than climate models predict on average for 2050, threshold events may have already been crossed where non-linear changes are to be expected.

The following actions seek to build understanding of how climate change will impact our water systems so that they can become more resilient. And with impacts already being felt, there is a need to support efforts already underway with the SCRD's Water Strategy, the Town of Gibsons work protecting aquifer 560 and the agricultural and economic activity that depends on water.

Goal 6: Water systems are resilient to increasing temperatures, recurring, and worsening drought	
Action 11	Continue to develop understanding and mitigate against the impacts of climate change on water systems.
Sub-Actions	Develop understanding of how temperature and precipitation may change in the coming decades. Determine impact of temperature, precipitation, and ecosystem loss on supply and demand. Support the integration of climate considerations into SCRD's Water Strategy and Town of Gibsons Natural Asset Plan with relation to Aquifer 560 and Aquifer 552.

Mitigation Co-benefits	Integrate consideration of GHG emissions into strategy.
SCRD's Role	SCRD will conduct internal reviews and will promote learning opportunities within departments and amongst partners.
Action 12	Support resilience and diversification of water supply for agriculture and other water dependent economic activity.
Sub-Actions	Facilitate collaboration to support knowledge sharing and development of alternative water sources.
	Promote rainwater harvesting and water conservation.
	Support adoption of gray water systems in larger buildings.
Mitigation Co-benefits	Integrate consideration of GHG emissions and carbon sinks into these actions.
SCRD's Role	Education, awareness raising, and in some instances, promoting collaboration.

Adaptation - Ecological Stewardship

The natural environment not only provides Sunshine Coasters with clean air and water, green spaces, rich soils, and places to explore, it is also crucial to curbing the impacts of climate change such as extreme heat, flooding, drought and more. All the while, they sequester and store carbon.

Natural spaces are also home to the Sunshine Coast's rich biodiversity. All life forms have inherent value, and deserve to exist in their own rights. All of us will face multiple stressors as both slow onset and rapid onset climate change impacts continue to increase.

The actions and strategies identified below aim to connect local and regional partners working to protect and enhance ecosystem health and our natural environment, sustain existing biodiversity and support ecological restoration efforts, protect species at risk, and preserve the natural environment.

Goal 7: Increase Organizational Ability to Promote Ecosystem Health and Resilience	
Action 13	Integrate conservation and ecological resilience in service functions and day-to-day operations at corporate level including, for example, Bylaw Services, Planning, Parks, Utility Services
Sub-Actions	Integrate conservation and restoration initiatives into planning, bylaw, and parks Development Permit Approvals and regulatory processes.
	Expand Watershed protection in Utility Services for drinking water source protection.
	Review service levels to identify areas where promoting ecological resilience and conservation can be made explicit.
Mitigation Co-benefits	There are opportunities to expand carbon sinks and quantify these offsets to benefit the SCR D.

SCRD's Role	Conduct internal review and prioritize best opportunities and timing.
Goal 8: Biodiversity, ecosystem health and resilience is enhanced in the face of climate change	
Action 14	Support, and where needed develop, mechanisms to monitor ecosystem health and protect biodiversity.
Sub-Actions	Work with community groups and provincial partners to collect, analyze, and store data.
	Work with community groups and GIS department to identify priority areas and plan for ecological resilience.
	Integrate findings of coastal floodplain mapping to inform and prioritize coastal revitalization and resilience to sea level rise.
Mitigation Co-benefits	These actions can support carbon sinks.
SCRD's Role	In some areas, the SCRD has data that can be made more transparent. In other areas, the SCRD can play a role facilitating collaboration and identifying priorities.
Action 15	Review and update Official Community Plans and related tools to consider ecosystem health and resilience
Mitigation Co-benefits	There is an opportunity to capture the value of carbon sinks in this action.
SCRD's Role	Internal review already in workplans.
Action 16	Develop programs and regulatory tools to promote ecological resilience and biodiversity
Sub-Actions	Develop Biodiversity Strategy (building on previous work, including Loon Foundation's Biodiversity Strategy).
	Support shishalh and Skwxwu7mesh Nations, Átl'ka7tsem / Howe Sound Biosphere Region, Provincial partners, and community groups such as Sunshine Coast Conservation Association and Loon Foundation in their work increasing biodiversity on the Sunshine Coast.
Mitigation Co-benefits	There is an opportunity to capture the value of carbon sinks in this action.
SCRD's Role	Participation and collaboration. A leadership or convening role on a biodiversity strategy is possible where it relates to SCRD services such as land use planning but would have to be collaborative with the many initiatives underway from various groups.

Adaptation – Connectivity, Community Health, and Support

Climate change is expected to have a major impact on the health and well-being of Canadians. These impacts include increased risk of extreme heat, low air quality and water quality, as well as impacts to mental health and increased climate violence from recurring extreme weather events, property damage, and more.

These impacts will not be experienced equally throughout the Sunshine Coast, as those who may be more exposed to risks often experience disproportionate impacts on their health and well-being as a result of racial, economic, social, and gender-based inequities. The strategies

identified below aim to increase the resilience of the community to climate change-related impacts and extreme weather events, improve social cohesion and access to support, and expand resourcing to equity-deserving communities.

Goal 9: Community Members feel Connected and Ready to Collaborate to increase the Sunshine Coast's Resilience to the Impacts of Climate Change	
Action 17	Identify opportunities to support and expand existing initiatives that increase community connectedness, enhance support systems, and increase resilience at the neighbourhood level.
Sub-Actions	Support the development of 'Know your Neighbour' campaigns that increase social connectivity and climate change preparedness.
	Develop opportunities for sharing learning and best practices across different neighborhoods and equip community groups to share knowledge, monitor and evaluate social connectedness and support systems at the neighborhood level.
Mitigation Co-benefit	There could be some co-benefits such as increased spread of renewable energy but they are not primary focus.
SCRD's Role	Education and awareness raising. Could include facilitation of events.
Action 18	Expand active transportation programs and pedestrian networks that integrate a Low-Carbon Resilience framework.
Sub-Actions	Expand neighbourhood connectivity and community hubs in Official Community Plan and trails planning.
Mitigation Co-benefit	Support the possibility of increased active transportation.
SCRD's Role	Official Community Plan review in workplan.
Goal 10: Increase Community Resilience to Extreme weather events including flooding, extreme heat, and poor air quality	
Action 19	Improve access to cooling and clean air centres and resources
Sub-Actions	Develop capacity and identify best practices to respond to extreme heat and poor air quality through collaboration with Vancouver Coastal Health (Heat Preparedness Template), SCRD's Heat Response Project, and local partners.
	Support outside workers with adaptive management plans related to heat warnings, heat alerts, and poor air quality.
	Work with local organizations to expand access to emergency shelters.
Mitigation Co-benefit	Ensuring GHG emissions are considered in these actions will ensure no counter-productive impacts.
SCRD's Role	Leading role as it applies to internal processes that relate to staff and facilities. Increase capacity to respond to extreme weather events. <ol style="list-style-type: none"> 1. Continue strengthening Sunshine Coast Emergency Program. 2. Complete evacuation routes and alternative routes design. 3. Expand on urban forest planning work to Identify opportunities to increase access to local green community spaces and expand tree canopy.
Mitigation Co-benefit	Could be benefits to promote carbon sinks.
SCRD's Role	SCRD is responsible for the Sunshine Coast Emergency Program.

Goal 11: Equity Deserving Groups are Supported in Climate Adaptation	
Action 20	Identify opportunities to implement programs that support equity-deserving groups.
Sub-Actions	Work with local organizations to identify capacity and constraints
	Identify solutions to existing resource constraints and staffing capacity in relation to support programs for vulnerable populations and equity deserving groups
Mitigation Co-benefit	Building retrofits to increase thermal comfort and building performance can lead to energy efficiency and increase in renewable energy.
SCRD's Role	SCRD can participate and support through various means.
Action 21	Identify opportunities to develop climate anxiety programs to support youth and elders
Sub-Actions	Support Sunshine Coast School Board on existing climate related programming and curriculum.
	Promote best practices on eco-anxiety research.
Mitigation Co-benefit	Ensuring mental well-being of community will increase likelihood and ability to address climate emergency.
SCRD's Role	Promote existing and emerging programs and research.

Mitigation – Mobility

Transportation accounts for 48% of our greenhouse gas emissions on the Sunshine Coast. These emissions are mostly from personal vehicles and commercial transportation on the roads but also includes sources like our diesel ferries, and off-road vehicles.

The first aspect of reducing transportation emissions is reducing our dependence on the private vehicle. While the Sunshine Coast has 15% of trips made by walking, biking, or transit, the Province of BC has a target to increase that to 30% of trips made by 2030. Actions to support transit, walking, and biking serve the entire community, especially those who don't have driver's licenses. They also have many co-benefits like increased health and cheaper to implement.

Other actions will support the switch to low emission and zero-emission vehicles (ZEVs). The number of available models is rapidly rising and becoming cost-effective. In British Columbia, where at least 94 per cent of all electricity is renewable and non-emitting, ZEVs are already a viable near zero-emission option. Provincial and Federal laws mean that all new light-duty vehicles will be zero emission by 2035.

Goal 12: Shift beyond the car – 30% of trips made by walking, biking, or transit by 2030 (BC's Roadmap to 2030)	
Action 22	Support transit, walking, and biking.

Supporting Actions	Build safe active transportation routes within neighbourhood hubs and connecting Gibsons to Sechelt (ie. bike lanes, greenway corridors)
	Improve and promote public transit options
	Make walking and cycling easier through neighborhood design (such as Official Community Plans that support compact complete communities)
	Facilitate micro-mobility (e-scooters etc.), car-shares, and ride hailing services.
Adaptation Co-benefit	Diversity increases resilience. This is particularly true if the resilience and climate adaptation is incorporated into the design phases or policies. For example, a multi-use trail could act as an alternative route should a primary road be damaged from an atmospheric river. Additionally, para-transit services could be used to support access to cooling centres if such services become part of the service.
SCRD's Role	SCRD operates the transit service in partnership with BC Transit. SCR D also has a trails function that can complement lead organizations.
Goal 13: Electrify Transportation	
Action 23	Support rapid switch to zero-emission vehicles.
Supporting Actions	Require charging stations in all new residential and commercial buildings (262)
	Increase the number of public charging stations (267)
Adaptation Co-benefit	There are no major adaptation co-benefits although it should be noted that electrification will contribute to cleaner air, reducing the impacts of poor air quality events.
SCRD's Role	SCRD can play a support role and facilitate progress on this action.

Mitigation – Buildings

By combining residential, commercial, and institutional figures, we find that almost 15% of GHG emissions come from our buildings. The type of energy the building uses and the building design and construction efficiency influence emissions. The provincial government of BC has laid out targets for building codes with progressively higher performance, called the BC [Energy Step Code](#) and supplemented with GHG emissions requirements. These outline a path for when higher performance will be required, and local governments can accelerate that timeline.

Another major area to consider is emissions from existing buildings. These can be reduced by replacing heating and hot water systems with zero emissions equipment, powered by electricity or renewable gas as well as by retrofitting buildings with better weather-stripping (airtightness) and insulation.

People spend most of their time indoors – whether at home, work, or school etc. Increasing efficiency of buildings can make spaces more comfortable, have better air quality, reduce maintenance, cheaper to heat and cool, and ultimately make them more sustainable.

Goal 14: buildings are as efficient as possible and lock into zero-emission options as much as possible.	
Action 24	Support the construction of better new buildings.
Supporting Actions	Require new buildings to be more efficient (eg. by requiring adoption of higher performance steps of the BC Building Code - Step Code).
	Incentivize and/or promote low-emission (electric) heating systems through adoption of the greenhouse gas emissions levels in the building code.
	Prioritize low-carbon developments (low carbon construction, considering carbon in building materials, deconstructing and recovering materials at buildings end-of-life).
Adaptation Co-benefit	Buildings can be more resilient to climate impacts such as heat waves and drought impacting water and fire risk.
SCRD's Role	SCRD building bylaws locally regulate the Step Code for efficiency requirements and the greenhouse gas emissions requirements of new buildings. Some local governments are implementing embodied carbon requirements with development.
Action 25	Support better existing buildings.
Supporting Actions	Encourage and enable switching to low-carbon (electric) heating and cooking
	Require building energy labeling and benchmarking
	Public awareness campaigns to encourage retrofits
Adaptation Co-benefit	Buildings can be more resilient to climate impacts such as heat waves and drought impacting water and fire risk.
SCRD's Role	The SCRD's role will be one of facilitating and promoting shifts.

8. Monitoring and Governance

This CCAP is intended to guide the SCRD and its local municipal partners, agencies, stakeholders, and community to reduce GHG emissions and prepare for the impacts of a changing climate. As such, a strong focus on implementation, governance, and monitoring will be essential to the Plan's success. Changes to federal and provincial policy, legislation, and

funding opportunities, as well as the impacts of climate change, and technological advances will influence when and how the actions identified in this plan are implemented.

Monitoring and Review

Monitoring and review is an important part of the climate action process. It provides an opportunity to examine the lessons learned throughout the development and implementation of the adaptation actions outlined in this Plan and assess whether the context has changed. These insights can then be integrated into future revisions.

Tracking progress is an important part of the monitoring and review process as it enables the SCRD to assess whether the actions outlined in this Plan are producing the desired results. It also provides an opportunity to communicate accomplishments and celebrate the successes of the SCRD's adaptation efforts.

A formal review of the CCAP is planned to occur 3 years, with a CCAP implementation update to the SCRD board occurring on an annual basis once implementation begins.

Measuring Success

To ensure the successful implementation of the SCRD's CCAP, a series of high level indicators have been recommended to track progress over time. These indicators are outlined as part of the Implementation Schedules that will be included in an appendix to this plan. They are meant to measure the success of the overall CCAP and provide insights into how the SCRD is reducing emissions as well as preparing for and responding to the impacts of climate change.

9. Conclusion

The SCRD is committed to acting on climate change. The 2019-2023 Strategic Plan states, "in the face of a global climate emergency we must move swiftly to reduce GHG emissions and enhance our region's resiliency to the effects of a changing climate."

This Community Climate Action Plan used a low carbon resilience lens to coordinate adaptation and mitigation actions. Actions in one area should not exacerbate the burden of another area and the adaptive capacity of socio-ecological systems will be exceeded without rapid and deep GHG emission reductions.

The Plan consists of 14 goals, 25 actions, and 64 supporting actions that represent a vision of what the Sunshine Coast needs. It builds upon the existing actions taken by the Sunshine Coast Regional District to address climate change and allow the SCRD to proactively identify opportunities for action that advance the community towards low carbon resilience of its social, economic, built, and natural systems. The plan's intent is to help organizations, institutions,

businesses, equity-deserving groups, and individuals of all ages reduce carbon footprints and adapt to current and future climate-related risks and opportunities.

The SCRD acts as a coordinator and champion of the report. However, some actions and risks within the plan are beyond the responsibilities and powers of the SCRD and will need to be owned and implemented by other stakeholders.

Implementation schedules will be added to the plan and become living documents to operationalize the priorities identified herein. These include monitoring metrics that will be used to measure progress and provide annual implementation updates as well as inform a formal review of the CCAP in 3 years.

10. Acknowledgements

The project team would like to thank all those who contributed to the making of this plan. Your contributions are invaluable as we move the Sunshine Coast towards low carbon resilience.

Special thanks are especially due to:

ICLEI Canada partners, in particular Ewa Jackson, Robert Wilson, and Josh Padolsky.

Daniel Hegg of Stantec for his support on the Community Emissions Inventory.

A special thanks to the Climate Adaptation Working Group (CAWG)

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SCRD, Sustainable Development	Raphael Shay (Project Lead)
SCRD, Parks	Sam Adams
SCRD, Planning	Julie Clark
SCRD, Purchasing and Risk Management	Val Cropp
SCRD, Asset Management	Kyle Doyle
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SCRD, Utilities	Shane Walkey
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Átl'ka7tsem / Howe Sound Biosphere Region Society	Ruth Simons
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Átl'ka7tsem / Howe Sound Biosphere Region Society	Ian Winn
Sunshine Coast Tourism	Annie Wise

Thank you to participants in the focus groups, including the SCRD's Advisory Planning Committees, the SCRD's Transportation Roundtable, The Sunshine Coast Climate Action Network, Chatelech Secondary School - Mr. Theichrob's grade 12 Environmental Science Class, Transportation Choices Sunshine Coast, and the 390 people who responded to the Let's Talk Climate questionnaire.

The SCRD is interested in continuing to hear from others and thanks all those who have expressed interest in participating in the continued development and implementation of this plan.

11. Glossary

Adaptation: Includes any initiatives or actions in response to actual or projected climate change impacts and which reduce the effects of climate change on built, natural, and social systems.

Adaptive Capacity: The ability of built, natural and social systems to adjust to climate change (including climate variability and extremes), to moderate potential damage, to take advantage of opportunities, or to cope with the consequences.

Baseline: A climatological baseline is a reference period, typically three decades (or 30 years), that is used to compare fluctuations of climate between one period and another. Baselines can also be called references or reference periods.

Climate: The weather of a place averaged over a period of time, often 30 years. Climate information includes the statistical weather information that tells us about the normal weather, as well as the range of weather extremes for a location.

Climate Change: Climate change refers to changes in long-term weather patterns caused by natural phenomena and human activities that alter the chemical composition of the atmosphere through the build-up of greenhouse gases which trap heat and reflect it back to the earth's surface.

Climate Atlas of Canada: The Climate Atlas of Canada is an interactive tool that combines climate science, mapping, and storytelling to depict expected climatic changes across Canada to the end of the century. The 250-layer map is based on data from 12 global climate models. Users are shown a baseline period of warming trends by region that spans from 1950 to 2005 and can toggle between two future projection periods, 2021 to 2050 and 2051 to 2080.

Climate Data Canada: Offers local climate data and advanced customization options to allow for a better understanding of changes likely to be experienced by Canadian communities. Climate Data Canada is a collaboration between Environment and Climate Change Canada, the Computer Research Institute of Montréal, Ouranos, the Pacific Climate Impacts Consortium, the Prairie Climate Centre, and HabitatSeven.

Climate Projections: Climate projections are a projection of the response of the climate system to emissions or concentration scenarios of greenhouse gases and aerosols. These projections depend upon the climate change (or emission) scenario used, which are based on assumptions concerning future socioeconomic and technological developments that may or may not be realized and are therefore subject to uncertainty.

Climate Change Scenario: A climate change scenario is the difference between a future climate scenario and the current climate. It is a simplified representation of future climate based on comprehensive scientific analyses of the potential consequences of anthropogenic climate change. It is meant to be a plausible representation of the future emission amounts based on a coherent and consistent set of assumptions about driving forces (such as demographic and socioeconomic development, technological change) and their key relationships.

Equity-deserving: communities that experience significant collective barriers in participating in society. This could include attitudinal, historic, social, and environmental barriers based on age, ethnicity, disability, economic status, gender, nationality, race, sexual orientation and transgender status, etc. Equity-seeking groups are those that identify barriers to equal access, opportunities and resources due to disadvantage and discrimination and actively seek social justice and reparation. By using the word “deserving”, the burden of change is shared with those in society that have power.

Ensemble Approach: An ensemble approach uses the average of all global climate models (GCMs) for temperature and precipitation. Research has shown that running many models

provides the most realistic projection of annual and seasonal temperature and precipitation than using a single model.

Extreme Weather Event: A meteorological event that is rare at a place and time of year, such as an intense storm, tornado, hailstorm, flood, or heat wave, and is beyond the normal range of activity. An extreme weather event would normally occur very rarely or fall into the tenth percentile of probability.

Greenhouse Gas (GHG) Emissions: Greenhouse gases are those gaseous constituents of the atmosphere, both natural and anthropogenic, that absorb and emit radiation at specific wavelengths within the spectrum of thermal infrared radiation, emitted by the Earth's surface, the atmosphere itself, and by clouds. Water vapor (H₂O), carbon dioxide (CO₂), methane (CH₄), nitrous oxide (NO₂), ozone (O₃), and chlorofluorocarbons (CFCs) are the six primary greenhouse gases in the Earth's atmosphere in order of abundance.

Climate Impact: The effects of existing or forecast changes in climate on built, natural, and human systems. One can distinguish between potential impacts (impacts that may occur given a projected change in climate, without considering adaptation) and residual impacts (impacts of climate change that would occur after adaptation).

Impacts of a changing climate: means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability.⁷

Impact Statement: Climate-related impact statements are concise statements that outline locally-relevant projected threats and how those changes are expected to affect the built, natural, social, and economic systems of the municipality.

Mitigation: The promotion of policy, regulatory and project-based measures that contribute to the stabilization or reduction of greenhouse gas concentrations in the atmosphere. Renewable energy programs, energy efficiency frameworks and substitution of fossil fuels are examples of climate change mitigation measures.

Representative Concentration Pathways: Representative Concentration Pathways (RCPs) are four greenhouse gas concentration (not emissions) trajectories adopted by the IPCC for its fifth Assessment Report (AR5) in 2014. It supersedes the Special Report on Emissions Scenarios (SRES) projections published in 2000.

Resilience: The capacity of a system, community or society exposed to hazards to adapt, by resisting or changing in order to reach and maintain an acceptable level of functioning and structure.

⁷ Provincial Policy Statement, 2020. (2020, May 1). Ontario Planning Act. Retrieved from <https://files.ontario.ca/mmah-provincial-policy-statement-2020-accessible-final-en-2020-02-14.pdf>

Risk: The combination of the likelihood of an event occurring and its negative consequences. Risk can be expressed as a function where $\text{Risk} = \text{likelihood} \times \text{consequence}$. In this case, *likelihood* refers to the probability of a projected impact occurring, and *consequence* refers to the known or estimated outcomes of a particular climate change impact.

Sensitivity: Measures the degree to which the community will be affected when exposed to a climate-related impact. Sensitivity reflects the ability of the community to function (functionality) as normal when an impact occurs.

Shared Socio-economic Pathways: Shared Socio-economic Pathways (SSPs) are the most recent set of climate model experiments, known as the Sixth Phase of the Coupled Model Intercomparison Project (CMIP6), and seek to describe the socio-economic conditions, land-use changes, and other human caused climate drivers that influence greenhouse gas emissions

Vulnerability: Vulnerability refers to the susceptibility of the community to harm arising from climate change impacts. It is a function of a community's sensitivity to climate change and its capacity to adapt to climate change impacts.

Weather: The day-to-day state of the atmosphere, and its short-term variation in minutes to weeks.

12. Acronyms

AR5 – Fifth Assessment Report

AR6 – Sixth Assessment Report

BARC – Building Adaptive and Resilient Communities

CDP – Carbon Disclosure Project

GcoM – Global Covenant of Mayors

GHG – Greenhouse Gas

ICLEI – International Council for Local Environmental Initiatives

IPCC – Intergovernmental Panel on Climate Change

RCP – Representative Concentration Pathways

SSP – Shared Socio-economic Pathways

Appendix A - Plan Development Summary - ICLEI Canada's Building Adaptive and Resilient Communities (BARC) Framework

Development of the SCRD's CCAP was guided by ICLEI Canada's Building Adaptive and Resilient Communities (BARC) Framework. BARC is a five-milestone planning framework for local governments aimed at preparing communities for the impacts of climate change. The comprehensive planning methodology guides municipalities through areas of research and

climate impact assessment methods, plan development, action-setting processes, implementation planning, and monitoring and review strategies (see the figure below).

The SCRD used the BARC framework to guide a climate adaptation stream and integrated a climate mitigation stream in parallel. The mitigation stream focused on developing analysis and proposed actions. The Climate Leaders Playbook from the Community Energy Association was instrumental in supporting the mitigation stream.

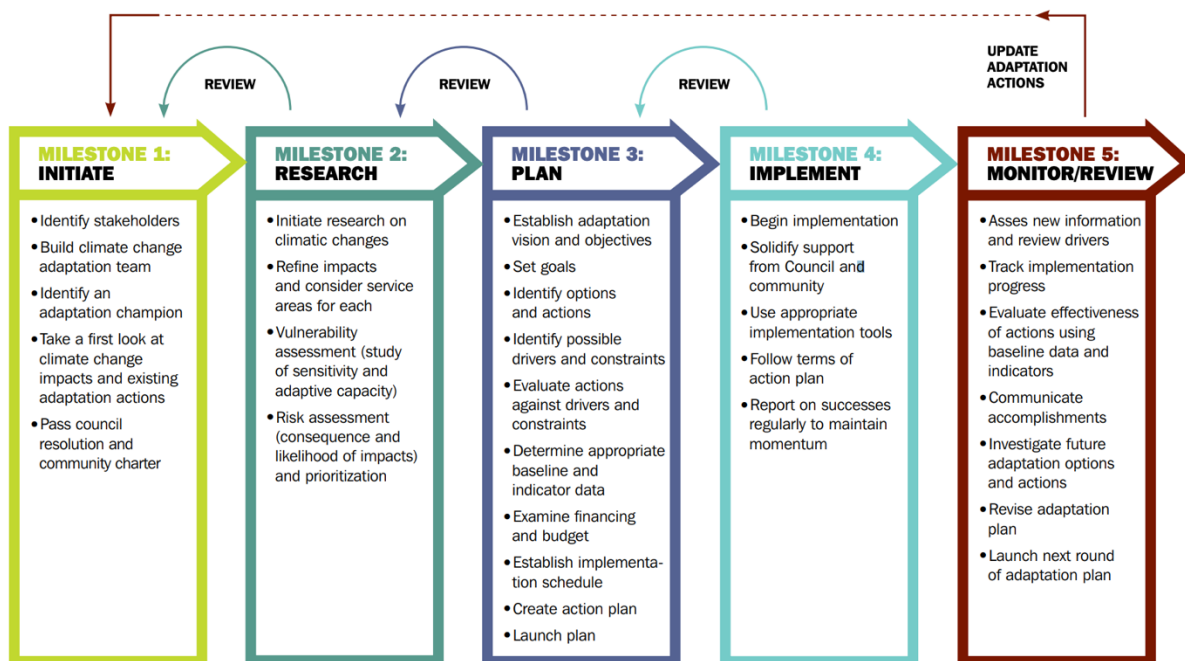


Figure 2. ICLEI Canada's Building Adaptive and Resilient Communities Framework

Through this project, the SCRD worked through and completed Milestone 1, 2 and 3 of the framework, which culminated in the creation of a draft CCAP. It is proposed that further engagement be conducted to finalize a CCAP that can be used to support climate action on the Sunshine Coast.

Milestone One – Initiate

Within this milestone, communities identify stakeholders to review and understand existing knowledge on how the regional climate is changing, followed by a brainstorming exercise to identify potential climate change impacts.

Fulfilling the criteria of Milestone One, the SCRD identified a core group of community stakeholders whose services will be impacted by climate change. This group supported the climate adaptation planning process as part of a climate change adaptation working group (CAWG).

Climate change is expected to impact a wide range of areas in the Sunshine Coast, including conservation and the natural environment, infrastructure, land use, human health and wellbeing, and more. As such, the CAWG represented a range of organizations that can play a key role in local resilience and service delivery (see Acknowledgements section for full list of participants). The project team provided subject matter knowledge and expertise, while ensuring that the CCAP aligned with community needs. Throughout the planning process, the CAWG was the central body to contribute to climate adaptation stream of the CCAP.

Milestone Two – Research

The second milestone is meant to further develop a community's understanding of climate change impacts and the major service areas which are likely to feel these impacts most acutely. Within this milestone, a municipality will scope the climate change impacts for the region and conduct both a vulnerability and risk assessment.

In parallel to this, an inventory of community greenhouse gas emissions was developed to better understand where emissions are coming from. This was then analyzed in context with a jurisdictional responsibilities scan to identify who has influence over what GHG emissions.

Milestone Three – Plan

The third milestone provides guidance on how to establish a vision, set adaptation goals and objectives, identify adaptation options, and examine possible constraints and drivers to various actions. From there, a community will draft actions. Baseline data is collected and recorded, financing and budget issues are addressed, an implementation schedule is drafted, implementation responsibilities are determined, and progress and effectiveness indicators are identified in the Plan.

Milestone Four – Implement

In the fourth milestone, communities work to ensure that they have the approval and support of council, municipal staff and the community in order to move forward on implementation. Communities will also make sure they have the appropriate implementation tools to ensure the ongoing success of the Strategy.

Milestone Five – Monitor & Review

The fifth and final milestone serves to assess whether the goals and objectives of the plan have been achieved, and helps communities identify any problems that have been encountered and develop solutions. Additionally, the fifth milestone helps communities communicate their progress to council and the general public.

Appendix B - Climate Science and Impacts Summary

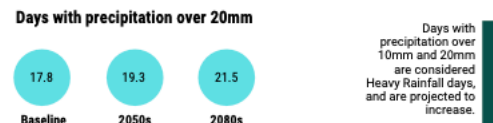
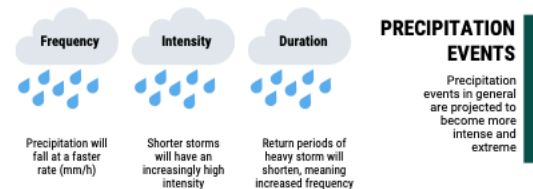
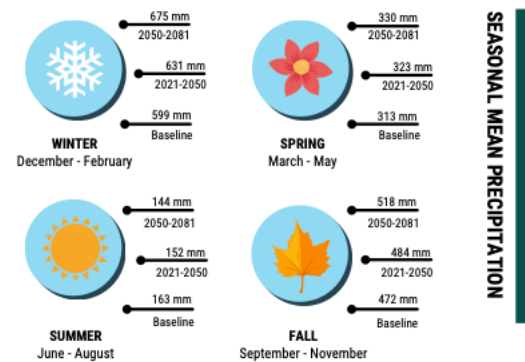
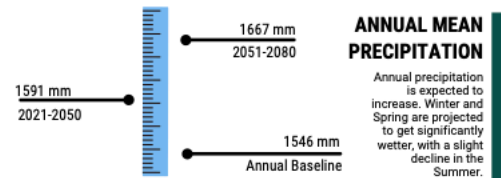
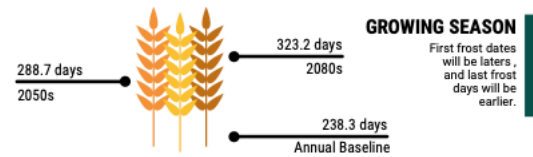
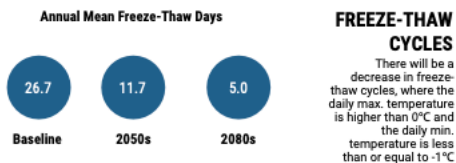
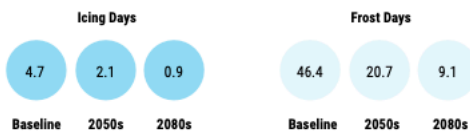
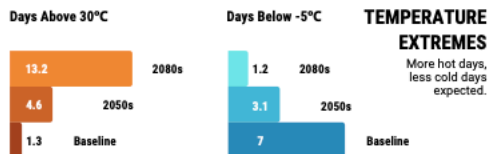
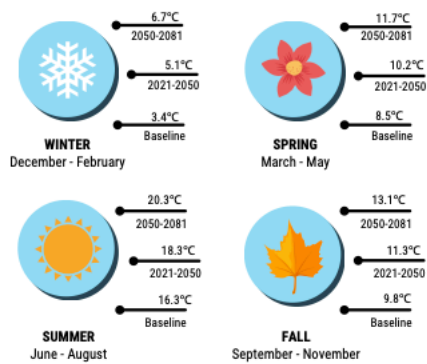
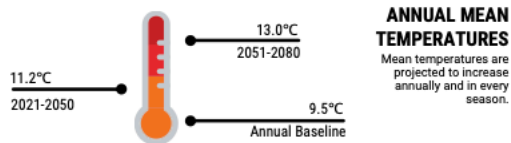
Climate Change Projections for the Sunshine Coast

*Due to the novelty of the Intergovernmental Panel on Climate Change's Sixth Assessment Report and Global Climate Models (IPCC AR6), the Socio-economic Pathways it contains were not used in the initial climate science report or the development of impact statements. The SCRD will continue to monitor AR6 data to ensure that climate impacts and adaptation measures include the most up to date climate modelling and data available.

DRAFT

Sunshine Coast Regional District FUTURE CLIMATIC PROJECTIONS

December 2021



Sea Level Rise

The IPCC Special Report on the Ocean and Cryosphere in a Changing Climate estimates that sea level rise could increase as much as 15 cm/year by 2100 or an increase of 0.61-1.1m relative to a 1984-2005 baseline

The British Columbia Ministry of Environment suggests preparing for 0.5 m by 2050, and 1.0 m by 2100



Impact Identification

Climate-related impact statements are the foundation of the vulnerability and risk assessment process and must be tailored to each municipality's context. These are concise statements that outline locally relevant projected threats and how these changes are expected to affect the built, natural, social, and economic systems across the SCRD. They bring together knowledge of climate change and projected changes into the medium- and long-term as well as knowledge of the local conditions in the jurisdiction that is being studied.

A total of 29 impact statements (from an initial 250 responses) were developed covering a range of affected areas including infrastructure, the natural environment, public health and safety, employee productivity, and more. The impact statements cover a range of affected areas including infrastructure, natural environment, public health and safety, employee productivity, and more. The statements have been further organized by climate event to help the CAWG better understand the focus and scope of each impact. Climate event categories include:

- Increased temperature
- Extreme heat days
- Changes in precipitation
- Extreme weather events
- Wildfires
- Drought
- Sea level rise

Appendix C - Vulnerability and Risk Assessment Summary

Vulnerability Assessment

Vulnerability is a function of two criteria – the **sensitivity** of the community to a given climate change impact, and its **adaptive capacity** (ability to respond, recover and/or cope). To determine sensitivity, the functionality of how the community would be affected should the impact occur today is considered. This includes considering how the impact would affect the community's ability to deliver and access services, continue regular functionality, etc.

To determine adaptive capacity, we consider the time and resources required to restore the community to its previous functionality should the impact occur today, as well as consider any plans, policies, and actions already in place to address this issue.

The SCRD Vulnerability Assessment was carried out using an online survey and was completed by the CAWG. A 5-point Likert scale was used to assess both **sensitivity** and **adaptive capacity** of the 29 impact statements. The vulnerability assessment results provided a first look at prioritization of impacts before doing a more in-depth consideration of future risk.

Risk Assessment

The risk assessment process is used to further analyze and prioritize which risks are most pertinent in a climate-adjusted future. Risk is a function of two criteria – namely the **likelihood** of the impact occurring and its negative **consequences**. It can be expressed as a function of risk = likelihood x consequence.

Likelihood refers to the probability of a projected impact occurring, and consequence refers to the known or estimated consequences of a particular climate change impact. Consequences referred to the known or estimated consequences of a particular impact. To determine consequences, the working group assessed the 29 impacts across twelve different consequence criteria (See table below).

Social Factors	Economic Factors	Environmental Factors
Health and Safety	Property Damage	Air
Displacement	Local Economy and Growth	Soil and Vegetation
Loss of livelihood	Community Livability	Water
Cultural Aspects	Public Administration	Ecosystem Function

Based on the results of both assessments, the CAWG prioritized 9 impacts to move forward into planning. These are impacts that had an overall score of medium or higher, as identified through the vulnerability and risk assessment, as well as those that posed a high risk for the community, identified through qualitative discussions with community stakeholders as well as through the community vulnerability and risk assessment process.

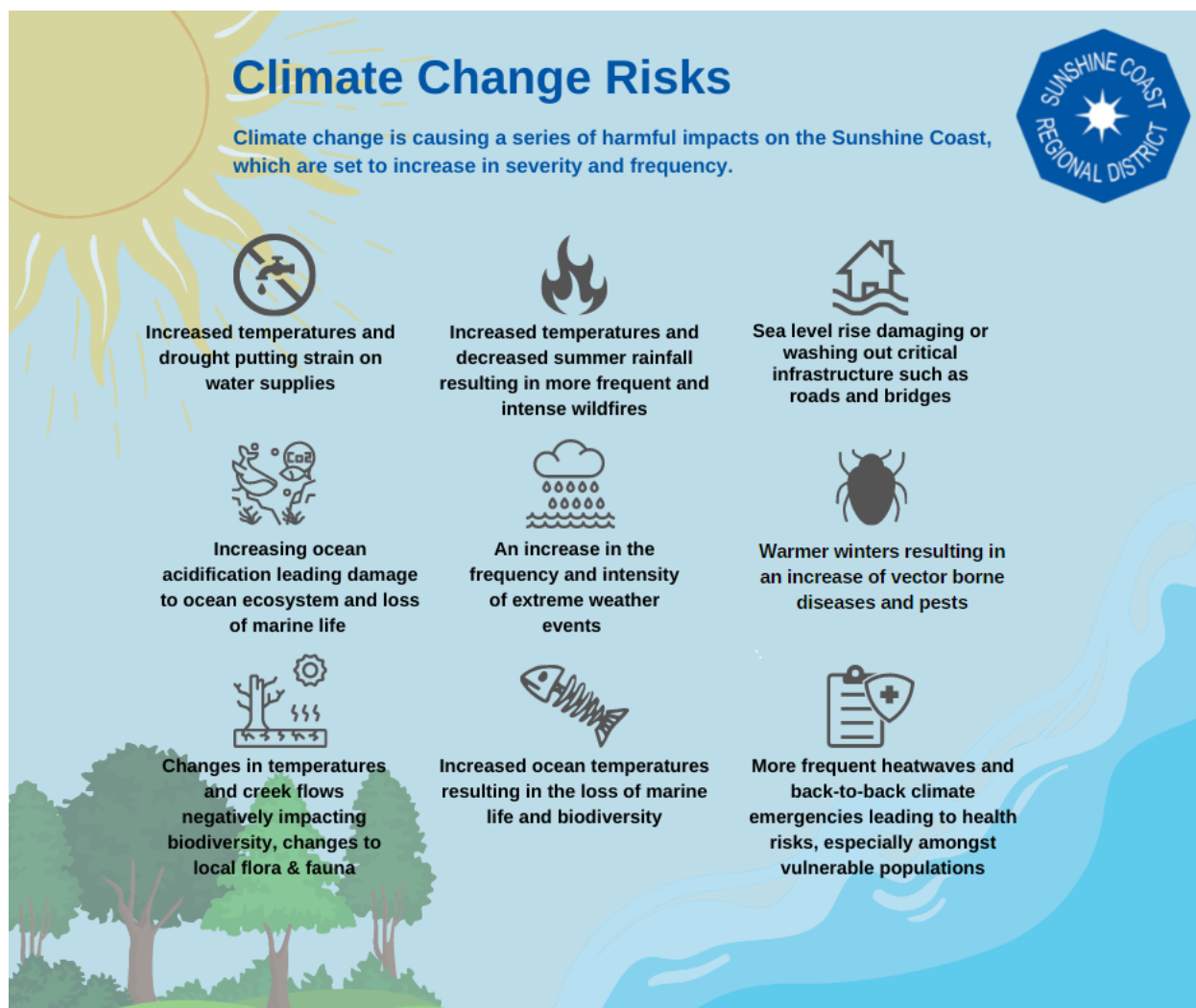
Priority Impacts for the SCRD

Impact Statement	Risk Ranking
1. An increase in hot days, average summer temperatures, and extended drought leading to strain on water systems resulting in reduced water quality and quantity	High
2. Increased annual and seasonal temperatures combined with decreased summer precipitation resulting in increased likelihood and frequency of wildfires	High
3. Sea level rise damaging or washing out critical infrastructure (roads, marinas, storm-water management systems, water system, powerlines, etc.) resulting in increased maintenance and repair costs	Medium-high
4. Increasing ocean temperatures and acidification resulting in biodiversity loss and species die off	Medium-high

Impact Statement	Risk Ranking
5. An increase in the frequency and intensity of extreme weather events resulting in damage to critical infrastructure (roads, marinas, storm-water management systems, water system, powerlines, etc.), unsafe travel conditions, and interruptions to service delivery and the delivery of goods and services.	Medium-high
6. Increased winter temperatures and fewer freezing days resulting in the survival and increase of invasive species (knotweed, ticks, pine beetle, etc.)	Medium-high
7. An increase in annual and seasonal temperatures resulting in impacts to habitat, low creek flow, and shifting eco-regions resulting in unbalanced ecology, impacts to biodiversity, changes to local flora & fauna	Medium
8. An increase in hot days resulting in increased exposure of marine life (e.g. Shellfish, Seaweed, Salmon, etc...) during low-tide resulting in the loss of marine life and biodiversity	Medium
9. Increase in hot days and heatwaves, drought, and back-to-back climate emergencies leading to health risks (e.g., cardiovascular disorders, heat stress, mental health effects) and heat related mortality, especially amongst vulnerable populations	Medium

Other Risks to Monitor – Climate Refugees

In addition to these priority risks at a regional scale, some risks at a global scale were considered. Given the scale of these risks, they were not moved forward into the action planning step (Milestone 3). The primary risk that should be monitored and specific actions developed if deemed necessary is a massive increase in climate refugees. Projected increases could strain community structures and could exacerbate the impacts on ecosystems and human suffering.



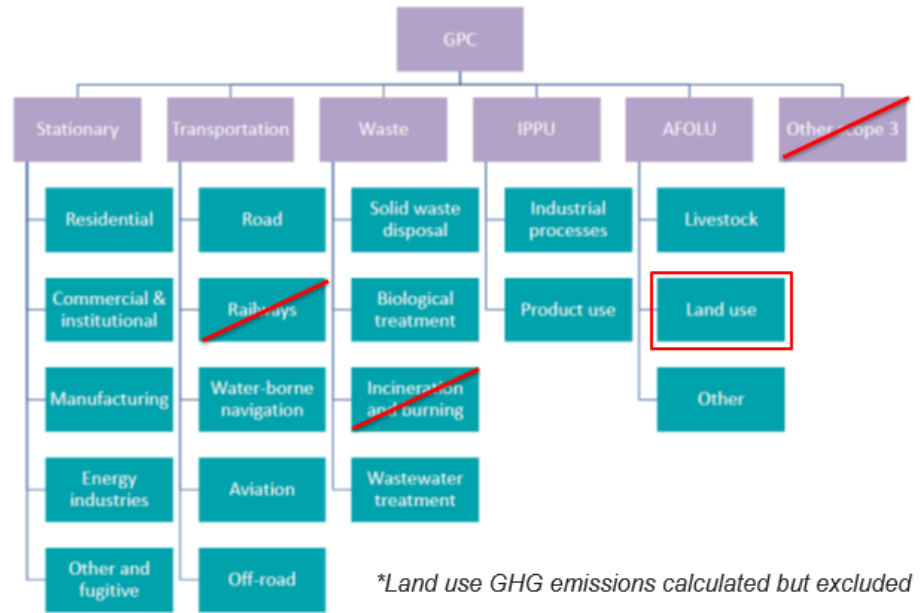
Appendix D - Community Emissions Inventory Summary

SCRD worked with a consultant (Stantec) to develop an emissions inventory and forecast future emissions. First, a boundary exercise was completed to determine what geographical line would be used to delineate GHG emissions that would be considered. This was determined to follow the area covered by the Sunshine Coast Regional District. This boundary meant that emissions from watercraft, such as BC ferries, were included.

Data was then gathered from a wide range of sources following the Global Protocol for Community-Scale Greenhouse Gas Inventories⁸. Data was controlled for quality. The scope of data available helped define what emissions sub-sectors were addressed.

⁸ <https://ghgprotocol.org/greenhouse-gas-protocol-accounting-reporting-standard-cities>

Sub-Sectors Included In SCRD GHG Inventory

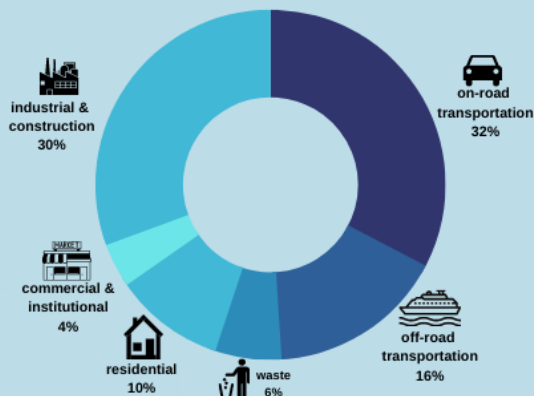


Data was then divided up by geographical area so the project could generate GHG emissions inventories for the Sunshine Coast as a whole as well as sub areas, including Town of Gibsons, District of Sechelt, shíshálh Nation Government District, and other unincorporated electoral areas.

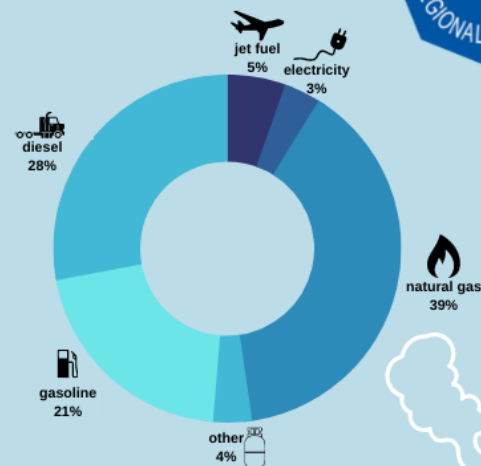
The Sunshine Coast GHG inventory report showed a 7.2% increase in emissions on the Coast between 2007 and 2019. The largest proportion of emissions were from transportation at 48%. The next largest proportion was from local industry at 30%, then residential buildings at 10%. The report also detailed an emission forecast from now until 2050, based on current “business-as-usual” trends, without any major reduction targets. The forecast shows that emissions will continue to increase. This is particularly worrying as emissions need to drastically decrease if we are to meet the Paris Agreement target of keeping global temperature rise within 1.5°C from pre-industrialization levels.

SCRD Greenhouse Gas Emissions Inventory

GHG inventories are used to measure, monitor and plan for action. Overall emissions our community have increased by 7.2% between 2007 and 2019.



2019 Regional GHG Emissions by Sector

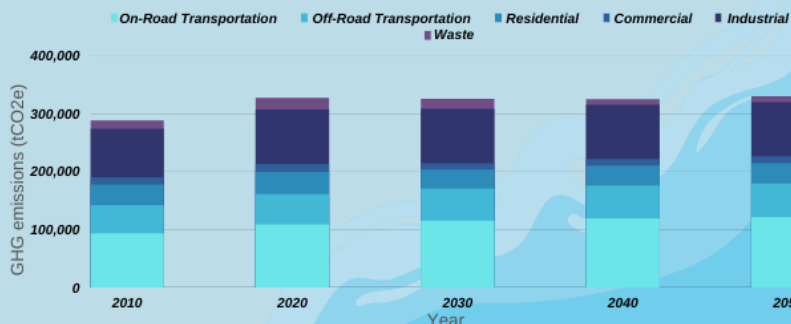


2019 Regional GHG Emissions by Fuel Type

The largest sources of emissions come from gasoline and diesel for transportation and natural gas for industry and home heating. Natural gas use in residential buildings increased over 70% between 2007 and 2019.

Forecast

If no significant action is taken, emissions will continue to increase, resulting in more frequent and severe impacts of climate change.



Appendix E - Policy Context Summary

International Policy Direction

The United Nations (UN) Intergovernmental Panel on Climate Change (IPCC) is the UN institution tasked with assessing the scientific basis of climate change, its impacts and potential future risks, and potential response options. In its Sixth Assessment Report (AR6), released in 2022, the IPCC declared with certainty the widespread impact of human-caused climatic changes. The report stated:

“Human-induced climate change, including more frequent and intense extreme events, has caused widespread adverse impacts and related losses and damages to nature and people, beyond natural climate variability. The rise in weather and

climate extremes has led to some irreversible impacts as natural and human systems are pushed beyond their ability to adapt”.⁹

The most urgent report to date, the AR6 Report states that even with major reductions of GHG emissions in the short-term there is greater than a 50% likelihood that global warming will reach or exceed 1.5°C in the near term. According to the report, “every increment of global warming will intensify multiple and concurrent hazards” and “climatic and non-climatic risks will increasingly interact, creating compound and cascading risks that are more complex and difficult to manage”. The level of risk will depend on concurrent near-term trends in vulnerability, exposure, level of socioeconomic development, and adaptation.”¹⁰ Now more than ever, it is crucial that cities implement comprehensive, effective, and innovative responses between adaptation and mitigation efforts to advance sustainable development and to capitalize on the co-benefits these strategies can provide.¹¹

Federal Policy Direction

Canada was one of 195 countries to sign the Paris Agreement in December 2015. The Agreement aims to keep the global temperature to well below 2°C degrees Celsius and to drive efforts to limit the temperature increase even further to 1.5°C above pre-industrial levels. In terms of adaptation, the Agreement has a goal to enhance adaptive capacity, strengthen resilience and reduce vulnerability to global climate change, in line with the temperature goal. Canada has internalized this agreement through Canada’s 2030 Emissions Reduction Plan and several supporting programs.

In addition to signing onto the Paris Climate Agreement, the Government of Canada recently released the National Adaptation Strategy outlining actions, objectives, and long-term transformational goals to increase Canada’s resiliency to climate change. Following four guiding principles, including respecting jurisdictions and upholding Indigenous rights, advancing equity and environmental justice, proactive risk-based actions, and maximizing benefits and avoiding maladaptation, the Strategy identifies five ‘key systems’ to approach climate change adaptation action:

- Disaster resilience
- Health and wellbeing

⁹ Intergovernmental Panel on Climate Change. (2022). Climate Change 2022: Impacts, Adaptation, and Vulnerability Summary for Policy Makers. <https://www.ipcc.ch/report/ar6/wg2/resources/spm-headline-statements/>

¹⁰ Intergovernmental Panel on Climate Change. (2022). Climate Change 2022: Impacts, Adaptation, and Vulnerability Summary for Policy Makers. <https://www.ipcc.ch/report/ar6/wg2/resources/spm-headline-statements/>

¹¹ Intergovernmental Panel on Climate Change. (2022). Climate Change 2022: Impacts, Adaptation, and Vulnerability Summary for Policy Makers. <https://www.ipcc.ch/report/ar6/wg2/resources/spm-headline-statements/>

- Nature and biodiversity
- Infrastructure
- Economy and workers

The Strategy affirms that reducing the impacts of climate change requires collaboration, coordination, and ambition at all levels of government, sets out clear priorities and shared goals to support existing efforts, and identifies new opportunities for actors, both big and small, to bolster adaptation efforts in their communities. It recognizes the important role that municipalities, institutions, businesses, and individuals play in adapting to a changing climate, and provides case study examples of implemented adaptation efforts to spur local action and the metrics necessary to monitor their impact.

Provincial Policy Direction

The B.C. Climate Leadership Plan outlines actions to meet its 2050 emissions reductions target of 80% below 2007 levels. Amongst these actions are reducing natural gas dependency and emissions reductions in the transportation industry, the rehabilitation of forests and the improved performance of B.C. farms, supporting communities in the promotion of more energy efficient buildings and waste reduction, the advancement of a green economy and job growth while transitioning to 100% energy utilities, and the development of strategies to reduce emissions in B.C.'s public sector.

B.C.'s Climate Preparedness and Adaptation Strategy identifies key climate related risks, including severe wildfires, seasonal and long-term water shortages, heat waves, ocean acidification, glacier mass loss, as well as severe river and coastal storm surge flooding. The Strategy also sets forth a host of actions across four key pathways:

1. Foundations for success
2. Safe and healthy communities
3. Resilient species and ecosystems
4. Climate-ready economy and infrastructure

The Strategy seeks to improve access to data and training that supports Indigenous Nations and local governments while centering traditional knowledges Indigenous priorities in how we understand climate impacts and make decisions. The Strategy develops actions to prepare communities for the impacts of extreme weather events such as wildfires, flooding, and extreme heat through floodplain mapping, wildfire prevention, and emergency preparedness frameworks. Actions to enhance species and ecosystems include protecting and restoring watersheds, reducing ecosystem change, and mitigating coastal deterioration and ocean acidification. Further the Strategy seeks to support key industries to maintain a resilient economy and strengthen transportation and building infrastructure from the impacts of climate change.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Mia Edbrooke, Manager, Strategic Initiatives

SUBJECT: FARMS AND SUNSHINE COAST REGIONAL DISTRICT WATER USE

RECOMMENDATION

THAT the report titled Farms and Sunshine Coast Regional District Water Use be received for information.

BACKGROUND

The purpose of this report is to provide background information about farm properties using Sunshine Coast Regional District (SCRD) water in the region. This background information informed the development of the proposed amendments to *SCRD Water Rates and Regulation Bylaw No. 422, 1994* (Bylaw 422) presented in Spring 2022.

DISCUSSION

Background on Farm Properties

In the SCRD, agricultural activities range from personal gardens to hobby farms and commercial farms. One way to identify “commercial” farm activities is through Farm Classification granted by BC Assessment annually and is a voluntary program where a property must apply based on income generated from one or more agricultural uses. The benefits of Farm Classification include protection under the *BC Farm Practices Protection Act*, exemption from PST, *BC Income Tax Act* benefits, reduced property tax on farm portion, qualification for grants, loans, and supporting programs, reduced fuel tax, and farm vehicle licensing.

Farm Class properties can be in or outside Agricultural Land Reserve (ALR) and include many agricultural uses such as food and non-food producing crops, livestock and other animal management, medicinal plant culture, seed, syrup, and turf production. The BC Assessment Farm Class definition is broader than “food producing farms” used in Bylaw 422 which is meant to focus on food producing crops.

Farmers leasing land may work with property owners to apply for Farm Class on the leased property, where the property owner must apply for Farm Class and the lessee provides required income and sales information. Land developed as a farm, but which is not yet generating an income, may qualify for Farm Class as well. A farm development plan is required by BC Assessment and must be followed.

A property with several distinct uses can fall into more than one class under BC Assessment. Farm Class properties are Class 9, and often also residential through Class 1. Properties could also be Class 5 for light industry or Class 6 for business activities. This means a Farm Class property can

have multiple agricultural and commercial activities beyond food production, like nurseries, cideries, breweries, kid camps, food trucks, or residential, vacation and venue rentals. In these cases, BC Assessment determines the share of the property attributable to each class.

Farms and SCRD Water

Some farm properties use SCRD treated water while other farm properties have a private source, such as a well or surface water licence, or a combination of both. There are currently 52 Farm Class properties serviced by SCRD water, ranging in size from 0.49 to 100 acres, with a median of five (5) acres. Typically, there is only one water service connection and one water meter per property, even if there are multiple dwellings or uses.

The residential and metered rates are different in each Water Service Area. In the Regional Water Service Area, the 2023 metered rate had a minimum charge of \$162.87. If more than 84 cubic metres (m³) are used in the billing quarter, the user pays a volumetric rate of \$1.93 per cubic metre. If less than 84 m³ is used in the billing quarter, the user pays the minimum service charge, equivalent to the 2023 residential flat rate, \$651.49. In North and South Pender Harbour Water Service Areas, the quarterly minimum charges are higher than the residential flat rate.

In other BC jurisdictions and across Canada, farm access to treated drinking water is generally uncommon and farms use non-potable sources. Attachment A outlines some examples of BC jurisdictions that do not provide drinking water to farm properties, while others provide water service under specific regulations.

Farm Policy

The SCRD 2014 Agricultural Area Plan¹ (the Plan) recognizes the importance of agriculture and food security in the region. The Plan states the need to incorporate effective practices to seek alternative water supply sources to minimize potable water use and "ensure water supply does not present a barrier to food production". Strategic goal number 2 in the Plan is to "Secure a sustainable water supply for agriculture" as follows:

- 2.1 Develop policies and strategies to ensure a sustainable supply of potable and non-potable water for agriculture; and,
- 2.2 Implement incentives, best management practices, and other programs to improve the collection, storage, distribution, application and drainage of water for agriculture.

The Plan does not suggest or address further exemptions or reduced rates to support farmers.

The Plan was guided by other agricultural policies, including the 2012 *SCRD We Envision: A Region-Wide Sustainability Plan*², which included an action to "incorporate effective irrigation practices that minimize potable water use to ensure water supply does not present a barrier to food production". Further, the *We Envision* acknowledges the SCRD's intention to promote water conservation, move to universal water metering, and implement a pay-per-use rate structure.

¹ 2014 SCRD Agricultural Area Plan <https://www.scrd.ca/Aq-Plan>

² 2012 SCRD We Envision Sustainability Plan <https://www.scrd.ca/files/File/Infrastructure/Sustainability/We%20Envision%20-%20Sustainability%20Plan%202012.pdf>

This background information informed the development of the proposed amendments to Bylaw 422 presented to farmers during the Spring 2022 engagement.

Engagement

Staff ran a targeted engagement on bylaw proposals for Bylaw 422 between May 5 and June 30, 2022. The engagement also provided an opportunity to increase awareness about exemptions from Water Conservation Regulations that have been in place since 2019. The SCRD mailed an information package to 52 Farm Class properties mainly on the Regional Water Service, three additional food producing properties on the metered rate and accessing the exemptions in Stages 1 to 3, and two organizations that represent farmers. The SCRD hosted an in-person Information Session on June 1, 2022. Nine attendees from six farms attended the information session. Staff received seven email responses from individual farmers and the Sunshine Coast Farmers' Institute (Farmers' Institute). On January 12, 2023, representatives from the Farmers' Institute attended the Committee of the Whole meeting as a delegation and gave a presentation which was aligned with their written feedback provided in June 2022.

Considerations for Policy Development

The following are considerations for the SCRD when developing policy related to farms and SCRD water.

Farming potential: In 2020, the Province completed an "Agriculture Water Demand Model"³ to estimate agricultural water demand using climate change scenarios. The model projected that if the current farm area and food crops remain the same, farms will require an additional 67% more water by 2053. The report estimated irrigated lands were about 122 acres at the time of the study, with the potential for almost 1,500 acres to be farmed and irrigated. If all 1,500 acres were farmed, this could increase irrigated acreage by 1,120% compared to current agricultural water demand. The properties in this study were both inside and outside the ALR. While a relatively small number of properties are currently farmed compared to the total ALR, the SCRD currently has no restrictions for new farms or agricultural growth in the region.

Climate change: Water supply and drought conditions can impact all water sources, and farms must plan for drought conditions and make the most efficient use of water supplies⁴. Farmers have asked for assurance, and this is not something the SCRD can offer for any water users requiring high volumes of water for their business based on how the impacts of climate change have impacted SCRD water systems in recent years. Resilience of our farming community means adapting and preparing for a future of increased temperatures, evapotranspiration, drought, and costs of water supply and infrastructure. Climate change is predicted to result in a significant increase to agricultural water demand³ and providing access to treated drinking water for farm irrigation through exemptions could have escalating impacts on SCRD water systems over time.

Prohibition Against Assistance to Business: Careful consideration is needed about which properties a farm definition would apply to, as the Board should be aware of the prohibition against assistance to business as per the *Local Government Act*, particularly if there is a narrower definition of the bylaw term "Farm".

³ 2020 Agriculture Water Demand Model https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/water/agriculture-water-demand-model/500300-26_ag_water_demand_model_-_scrd.pdf

⁴ Province of BC, Drought in Agriculture [website], <https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/agricultural-land-and-environment/water/drought-in-agriculture>, (accessed August 18, 2022).

STRATEGIC PLAN AND RELATED POLICIES

The proposals presented in this report support business continuity in the implementation of Bylaw 422 and relate to Strategy 2.1: Plan for and ensure year-round water availability now and in the future; for the Tactic: Review and update *Drought Response Plan* to ensure alignment with water supply capacity.

CONCLUSION

There are a range of agricultural activities in the region, from personal gardens to hobby farms and commercial farms. One way to identify “commercial” farm activities is through Farm Class granted by BC Assessment annually, where a property must generate income from one or more agricultural uses. A Farm Class property can have additional classifications (i.e., residential, business, and light industry) and can have multiple agricultural and commercial activities beyond food production.

Different farm properties use SCRD water. This background information informed the development of the proposed amendments to Bylaw 422 presented in Spring 2022. Policy options are explored in a second report on the April 27 Committee of the Whole agenda titled, “Proposed Amendments to Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994”.

Attachments:

Attachment A – Jurisdictional Scan of Farm Water Regulations

Reviewed by:			
Manager	X - A. Buckley	Legislative	X - S. Reid
Acting GM	X - M. Brown	CFO/Finance	X - T. Perreault
CAO	X- D. McKinley		

Jurisdictional Scan of BC Farm Water Regulations

In Canada, most farms access water for irrigation through groundwater and surface water licences or irrigation districts¹. A small portion of farms use drinking water for irrigation².

In BC, there are three main sources of water for agriculture: groundwater, surface water, and water supplied by irrigation districts, municipalities, or improvement districts. In larger agricultural areas, like the Fraser Valley and Peace River, farms draw water from creeks or wells, and must have a provincial water licence. Some areas, like the Okanagan and City of Delta, have established separate non-potable water systems for farms, and can charge lower agricultural rates for untreated water.

Examples of regional districts and municipalities that provide drinking water for agricultural use are included in Table 1 to help understand approaches in different communities around BC. Like the Sunshine Coast Regional District, water service areas are often supplied by more than one source, and not all water systems experience water shortages that lead to increased water regulations. An occurring theme across jurisdictions is that farms are metered and pay a volumetric rate.

Table 1: BC jurisdictions with agricultural water use

Local Government	Water Service Population	Definition(s)	Water Use Regulations	Applicable Farm Rate (2022)
Juan de Fuca Water System (bulk purchased from Capital Regional District)	58,000 residents, 18,000 water meter connections	Farms must be designated Class 9.	Farms, nurseries, tree and turf farms are exempt from the Water Conservation Bylaw 4099, which includes Stages 1-3 and there is no ban on outdoor water use.	Residential rate: \$2.5466 per cubic meter. Class 9 rate: \$0.2105 per cubic meter. Properties that have mixed residential/agricultural use are billed at \$2.5466 for the first 455 cubic meters per year, and remaining consumption is billed at \$0.2105 as agricultural use. Note: Regional Water Supply agricultural water rate budget funds the difference between the municipal retail water rate and the CRD agricultural water rate. The total budget for the agricultural water rate funding in 2022 was \$1,700,000.
District of Saanich	Approx. 115,000 (2018)	Farm means Class 9 or Agricultural Land Reserve.	Farms, nurseries, tree and turf farms are exempt from the Water Conservation Bylaw	Water for agricultural purposes must use a separate water service connection.

¹ Statistics Canada. [Table 38-10-0246-01 Number of farms and percentage of irrigation water by water source](#)

² Statistics Canada. [Table 38-10-0247-01 Number of farms and percentage of off-farm water by irrigation water source](#)

Local Government	Water Service Population	Definition(s)	Water Use Regulations	Applicable Farm Rate (2022)
(bulk purchased from Capital Regional District)			4099, which includes Stages 1-3 and there is no ban on outdoor water use. No person shall use water supplied through an agricultural water service connection for any purpose other than irrigation purposes.	Farm rate on Class 9 property is \$0.211 per cubic metre. Properties that are not Class 9 and use water for irrigation purposes pay \$0.924 per cubic metre.
Comox Valley Regional District "Comox Valley Water System"	45,000 residents	Farms must be designated Class 9.	Exemptions in Stages 1-3 for nurseries, farms, turf farms and tree farms. No exemptions in Stage 4, except to maintain livestock.	Farm Water Consumption Rebate available annually to all Class 9. Class 9 farms are billed residential rate, however consumption over the tier 2 rate threshold (normally \$1.05 per cubic meter) is reduced to tier 1 rate (\$0.87 per cubic meter). All residential properties, including Farms, on meters and tiered rates.
District of Summerland		Farm must be designated Class 9 or irrigation crops on properties over 2 acres.	Nurseries and farms are exempt from Stages 1, 2 and 3. In Stage 4, irrigation water may be further restricted by resolution of Council.	Base fee of \$202.53 per acre of irrigation plus volumetric pricing over minimum service charge.
North Cowichan		No definition	No exemptions for farms during any stages. Council may, by resolution, provide exemption in Stages 2-3 to specific businesses.	No.
Regional District Central Kootenay "Erickson Water system"	655 water service connections	Agricultural Land designated by the Manager.	Exemptions in all stages, with voluntary conservation in Stage 4.	Yes, if designated agricultural land: \$333.00 per acre annually \$1073.00 per single detached dwelling annually

Local Government	Water Service Population	Definition(s)	Water Use Regulations	Applicable Farm Rate (2022)
Regional District Okanagan-Similkameen		<p>"Farm Use" means the use of land for farm operations, including farming of land, plants and animals and any other similar activities designated as farm uses by enactment, including the Agricultural Land Commission Act, includes operating plant nurseries, orchards, vineyards, turf farms, and tree farms.</p> <p>"Agricultural Water Use" means water used for <i>Farm Use</i> on land designated Agricultural Land Reserve.</p>	<p>Stage 1 - No restrictions Stage 2 – Voluntary reductions Stage 3 – Sprinkling times are restricted Stage 4 - outdoor water use prohibited except to sustain livestock and for the minimal maintenance needs of perennial fruit trees used for commercial production</p>	<p>Differ by water systems:</p> <p>West Bench Water System Agriculture Base Rate: \$761.64, plus \$0.208 /cubic meter Residential Base Rate: \$761.64, plus \$0.416 /cubic meter</p> <p>Naramata Water System Residential Base Rate: \$1,059 Residential properties larger than 0.25 acre and/or all those with a separate irrigation connection: \$295 per acre Irrigation Acreage: \$281 per acre</p>

Note: Class 9 is land designated as a farm under the *BC Assessment Act*.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Mia Edbrooke, Manager, Strategic Initiatives

SUBJECT: **PROPOSED AMENDMENTS TO SUNSHINE COAST REGIONAL DISTRICT (SCRD) WATER RATES AND REGULATIONS BYLAW NO. 422, 1994**

RECOMMENDATION

- (1) **THAT the report titled Proposed Amendments to Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994 be received for information;**
 - (2) **AND THAT staff amend Water Rates and Regulations Bylaw No. 422 to incorporate the following:**
 - **“Commercial Farm” meaning a property classified as a farm for taxation purposes under BC Assessment Authority Act that requires income verification completed by BC Assessment;**
 - **A new provision to allow the SCRD to temporarily stop business activities that use high volumes of water in Stage 4 Water Conservation Regulations, at the discretion of the Engineer;**
 - **Commercial Farms must pay the metered rate starting Q1 2024;**
 - (3) **AND FURTHER THAT staff complete the water rate structure review study and present the results to the Board by Q3 2023.**
-

BACKGROUND

Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994 (Bylaw 422) outlines water service charges and commercial operations that are charged the metered (volumetric) rate.

During a 2021 review of the SCRD's Drought Response Plan, staff identified challenges and inconsistencies in the application of Bylaw 422 for farm properties for both property owners and bylaw enforcement. In Bylaw 422, “Commercial food producing farms paying a metered rate for water” are exempt from the regulations in Stages 1 to 3, although there is no bylaw definition for “commercial food producing farms”. For the first two weeks of Stage 4, there is a second exemption as follows, “where land is classified as farmland for taxation purposes under the *British Columbia Assessment Authority Act (BC Assessment)* and is paying a metered rate for water”, which applies only to Farm Classification properties, also known as Class 9.

There are currently two choices for farms using SCRD water for farming purposes. A farm can choose to pay the metered rate to access outdoor water use exemptions that are not available to

any other sector, or pay the residential flat rate and follow all Water Conservation Regulations. In 2022, 52 properties on SCRD water were classified as farms with *BC Assessment*. Of these 52 properties, 10 pay a metered rate for water and qualify for these exemptions, while 42 properties pay the flat rate. Under Section 15.1 of Bylaw 422, there is a list of business types where water use is considered for “commercial purposes” and the metered rate is applied, for example tree farms and nurseries, but food producing farms are not included.

At the February 3, 2022 Infrastructure Services Committee meeting, the Board directed staff to engage with farmers on three bylaw proposals and present a report back to the Board with recommended next steps by Q3 2022 (042/22). Note that due to the 2022 drought and Emergency Operations Centre, this report has been delayed. The proposals were intended to clarify bylaw terminology such as “commercial food producing farm” which has no bylaw definition, promote consistent billing for farm businesses, and ensure properties accessing exemptions from water conservation regulations are on the metered rate.

The bylaw proposals were as follows:

- 1) Add the definition “Commercial Farms”, meaning a property classified as a farm for taxation purposes under the *BC Assessment Authority Act*;
- 2) All Commercial Farms qualify for the Stage 1, 2, and 3 exemptions from outdoor Water Conservation Regulations by updating the term “commercial food producing farms” to “Commercial Farms”.
- 3) Add “Commercial Farms” to the list of property types identified as using water for processing in Bylaw 422 and apply the commercial metered rate.

The purpose of this report is to provide a summary of the feedback received about the proposed amendments to Bylaw 422, propose amendments to Bylaw 422, and recommendations for next steps.

DISCUSSION

Engagement

Staff ran a targeted engagement on bylaw proposals for Bylaw 422 between May 5 and June 30, 2022. The engagement also provided an opportunity to increase awareness about exemptions from water conservation regulations that have been in place since 2019. The SCRD mailed an information package to 52 Farm Class properties mainly on the Regional Water Service, three additional food producing properties on the metered rate and accessing the exemptions in Stages 1 to 3, and two organizations that represent farmers. The SCRD hosted an in-person Information Session on June 1, 2022. Nine attendees from six farms attended the information session. Staff received seven email responses from individual farmers and the Sunshine Coast Farmers’ Institute (Farmers’ Institute). On January 12, 2023, representatives from the Farmers’ Institute attended the Committee of the Whole meeting as a delegation and gave a presentation which was aligned with their written feedback provided in June 2022. Staff considered and compiled all feedback received into a report included as Attachment A.

Summary of Feedback on the Proposals

Proposal One: Farm Definition

Feedback from farmers indicated Farm Class is an acceptable designation for qualifying for exemptions from Water Conservation Regulations, as it demonstrates a commitment to commercial farming and is a recognized category of classification. There were some concerns that Farm Class may exclude farmers leasing non-Farm Class land or new farmers. Two responses suggested a commercial farm should be narrowed to one that grows food for commercial sale, where Farm Class is broader than the current exemption for “commercial food producing farms”.

Proposal presented in Spring 2022: Add the definition “Commercial Farm” meaning a property classified as a farm for taxation purposes under *BC Assessment* that requires income verification completed by *BC Assessment*. The SCRD would not need to assess the commercial nature of a farm property as it receives this information each year from *BC Assessment*.

Alternative: Add a definition for “Commercial Farm” and a definition for “Food Producing Crops”. This definition would need to limit administrative burden on staff and may require an application process, inspections, or case-by-case review. A definition for “Food Producing Crops” would specify that exemptions from Water Conservation Regulations only apply to “food producing crops”. Staff are not aware of other BC regional districts that define food producing crops in their bylaws.

Staff recommend Spring 2022 Proposal, to add a definition for Commercial Farm that is associated with Farm Class. While this proposed definition is broader, it is more manageable for the SCRD to enforce.

Proposal Two: Exemptions from Water Conservation Regulations

Feedback from farmers indicated exemptions are very important and emphasized the need to support local food producers. Staff heard that the two-week exemption from Stage 4 Water Conservation Regulations should be extended on an as-needed basis based on conditions or fully enacted during Stage 4. The Farmers’ Institute suggested enacting Stage 2 and 3 water earlier to reduce community demand and compensate for water used by farmers in Stage 4.

Proposal presented in Spring 2022: Maintain existing exemptions which apply to Stages 1 to 3, and a limited exemption during the first two weeks in Stage 4 to help farms prepare and transition. These exemptions would be updated to use a consistent bylaw term for “Commercial Farm”.

Alternative: While the SCRD has work underway to increase water supply, staff recognize that the extended drought conditions observed in 2022, which resulted in over 100 days in Stage 4 Water Conservation Regulations, may become more common weather patterns. In 2022, the SCRD and other local governments issued an Order under a State of Local Emergency to prevent some businesses from using SCRD water, particularly businesses that can use non-potable water instead. Staff suggest incorporating a new provision into Bylaw 422 that would allow the SCRD to reduce water use from businesses using high volumes of water without the declaration of a State of Local Emergency. This would also allow the SCRD to create a level playing field amongst all businesses that use high volumes of water in Stage 4, whether water use is indoors or outdoors.

Staff recommend the Alternative proposal to incorporate provisions that provide restrictions to both indoor and outdoor businesses, if required in Stage 4. Staff would like to reiterate the severity of water supply challenges at Stage 4 which is the final step where the SCRD prioritizes essential

uses of treated water. Agricultural activities do not require treated drinking water. Stage 4 is implemented in near-emergency situations when there is a serious risk that the SCRD will not be able to meet community essential use. Additional exemptions at Stage 4 signal to other community members that outdoor water use is permitted, reducing the effectiveness of the regulation, and putting the community at risk of running out of drinking water.

The SCRD has three water supply projects in progress, including Church Road Well Field scheduled to be online by 2023, Langdale Well Field expansion, and Gray Creek water treatment plant upgrades. The SCRD needs to ensure that the gains achieved by the forthcoming water supply projects are not offset by increasing exemptions to Water Conservation Regulations in the short-term.

Proposal Three: Farms pay a metered rate for water

During engagement, staff heard that implementing a metered rate for all Farm Class properties is an appropriate structure for billing but there are concerns about the cost to farms. This would be the same rate that other commercial businesses pay and are not impacted by Water Conservation Regulations. Feedback indicated a reduced rate for water use would support farms. Staff heard an additional objective of providing more support or different rates for water used for food production that is supporting community food systems. The Farmers' Institute suggested that the minimum charge include the first 600 m³ of water (increased from 84 m³) each quarter, which would be equivalent to using 6,666 litres per day, and rates for food producing farms be reduced by 50%.

Staff estimated the potential financial impacts should all farm properties pay the 2022 metered rate based on average water use data for 34 Farm Class properties with water meters between 2019 and 2021. Assuming each property has one dwelling, the estimated impacts to water bills would increase on average \$507 per year, compared to a flat rate charge for a single-unit dwelling.

Six properties would pay the equivalent of the flat rate due to lower water use (below 84 m³ per quarter), as shown in Figure 1. In addition, there are Farm Class properties in the Sechelt area that had meters installed in early 2022 and are not included in the figure below due to data availability.

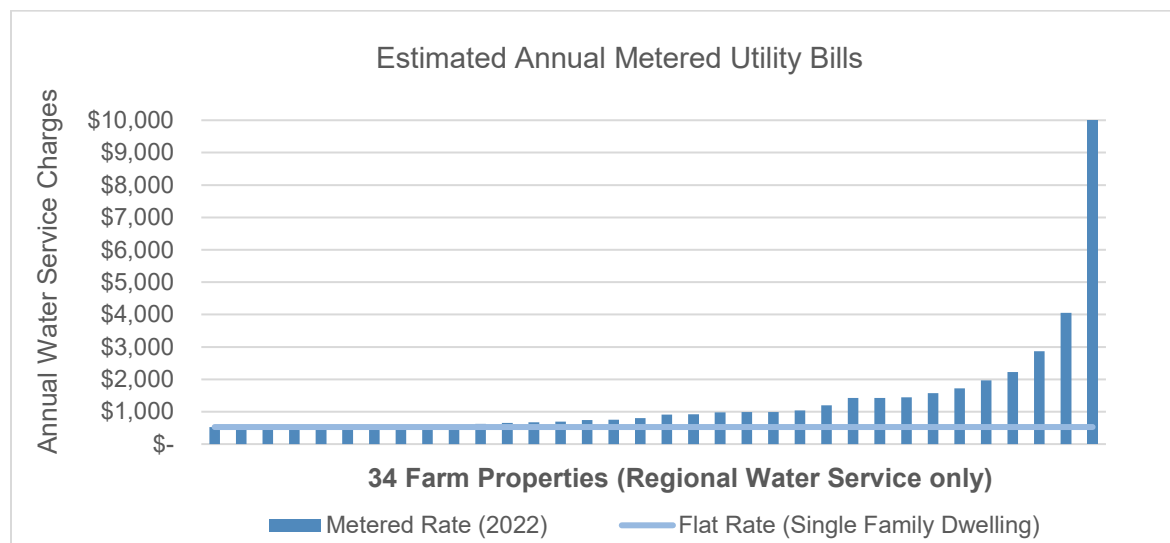


Figure 1: Estimated annual metered utility bills for Farm Class Properties, with each bar representing one property.

Water use between different Farm Class properties is highly variable, as illustrated in Figure 1, due to different irrigation patterns and technologies, mixed commercial uses, and potential presence of secondary non-potable water sources. In 2022, SCRD water use at Farm Class properties in the Chapman Water System, where Stage 4 Water Conservation Regulations were in effect, is over four times higher than average Chapman water users residential use from July to September (see Q4, Figure 2).

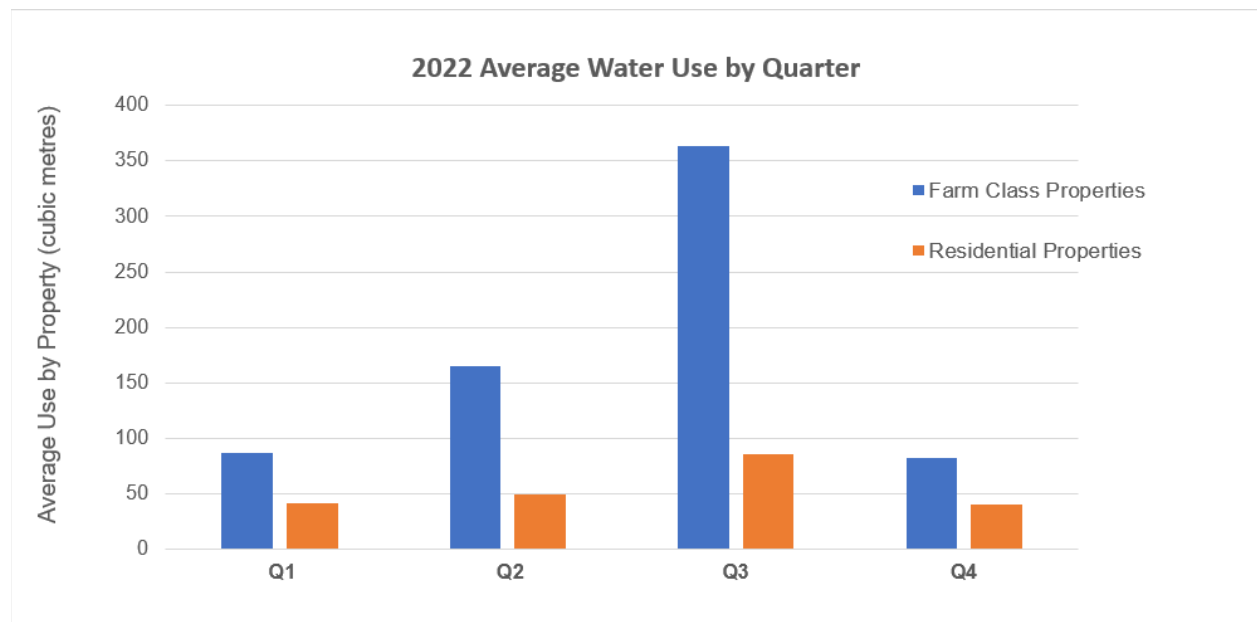


Figure 2: Farm Class and residential properties water use, Chapman Water System (2022)

Proposal presented in Spring 2022: Commercial Farms pay the metered rate. Staff have a water rate structure review underway. Recommendations from this report will be presented to the Board in 2023, and staff will seek direction to engage all SCRD water users on updates to the water rate structure.

Alternative: The Board determine a reduced rate for “Commercial Farms” that grow “food producing crops” and are at least 50% Class 9. The SCRD would set up an application process to determine how a farm water rate could only be applied for water used for “food producing crops” and not other non-food producing crops (e.g. flowers, trees, etc.), residential or commercial uses, such as dwellings, water used for breweries and other commercial uses not directly related to food producing crops. The SCRD will not submeter for multiple uses, which would require more infrastructure and is not enforceable, so estimates of water use would be required through application.

Staff recommend Spring 2022 proposal; Commercial Farms must pay the metered rate and can access exemptions from Water Conservation Regulations. If farms do not exceed 84 m³ per quarter, they will pay the equivalent of the residential rate.

Proposed Next Steps

The Board should review the recommendations presented. The Board may direct staff to amend Bylaw 422 or pursue further analysis or engagement on the proposals or alternatives presented.

The SCRD Board approved a Water Rate Structure Study in the 2022 budget which aims to develop an SCRD water rate structure that is consistent and increases equity amongst all water users, provide recommendations for customer billing, and reflect the true cost of providing water and SCRD services. This study is scheduled to be completed in Q2 2023.

Communications

Farms with large irrigation requirements that are relying on SCRD drinking water may choose to invest in farm and property capital and secure a water license and supply, water collection infrastructure, or water efficient technology based on the cost of using treated water from the SCRD. Federal and provincial resources are available, and staff have and will continue to share these opportunities on the SCRD website as they become available.

Staff can connect with the Farmers' Institute to discuss possible resources and education for new farmers about the SCRD water situation, water rates and regulations, and costs for new water service connections. This could help inform new farmers as they set up their business.

Timeline for Next Steps

Q2 2023	Staff updated the SCRD website with links to external funding sources, grants and information related to water efficiency and agriculture.
Q1 2023 – Q3 2023	Complete Water Rate Structure Study and present results to the SCRD Board.
Q4 2023	Engage broader community on the review of Bylaw 422 update, including recommendations that result from the water rate structure study.

STRATEGIC PLAN AND RELATED POLICIES

The proposals presented in this report support business continuity in the implementation of Bylaw 422 and relate to Strategy 2.1: Plan for and ensure year-round water availability now and in the future; for the Tactic: Review and update *Drought Response Plan* to ensure alignment with water supply capacity.

CONCLUSION

During a 2021 review of the SCRD's Drought Response Plan, staff identified challenges and inconsistencies in the application of Bylaw 422 for farm properties. In 2022, only 10 out of 52 Farm Class properties paid the metered rate to access exemptions from Water Conservation Regulations. On February 3, 2022, staff proposed a definition for farms, based on Farm Class through *BC Assessment*, a transition of all Farm Class properties to the metered rate for water, and the continuation of exemptions from Water Conservation Regulations in Stages 1 to 3 and the first two weeks of Stage 4. Staff ran a targeted engagement on the proposed amendments to Bylaw 422 between May 5 and June 30, 2022. The engagement also provided an opportunity to increase awareness about the exemptions from Water Conservation Regulations that have been in place since 2019.

Feedback from farmers indicated Farm Class is an acceptable designation for qualifying for exemptions from Water Conservation Regulations, as it demonstrates a commitment to commercial farming and is a recognized category of classification. Staff heard exemptions are very important and that the two-week exemption from Stage 4 Water Conservation Regulations should be extended as needed based on conditions or fully enacted during Stage 4 to further support farms. Staff heard that implementing a metered rate for all Farm Class properties is an appropriate structure for billing but there are concerns about the cost to farms. Feedback indicated a reduced rate for water use would support farms.

Staff have provided the presented bylaw proposals and alternatives for the SCRD Board's consideration. Farms wishing to qualify for the existing exemptions to Water Conservation Regulations must continue to pay a metered rate for water as per Bylaw 422.

Attachment:

Attachment A – 2022 Engagement Summary Report

Reviewed by:			
Manager	X - A. Buckley	Legislative	X - S. Reid
Acting GM	X - M. Brown	Planning	
CAO	X- D. McKinley	Finance	X - T. Perreault

**Proposal for Water Rates and Regulations
Bylaw No. 422 for Commercial Farms
Engagement Summary Report**

Sunshine Coast Regional District
February 9, 2023

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1. Introduction

In Spring 2022, the Sunshine Coast Regional District (SCRD) engaged farm property owners on potential amendments to *SCRD Water Rates and Regulations Bylaw No. 422* (Bylaw 422) related to the definition of a commercial farm, a metered rate for commercial farms, and exemptions from water conservation regulations.

1.1. Project Overview

Bylaw 422 outlines water service charges, defines commercial operations that are charged the metered rate, and water conservation regulations in place from May 1 to September 30 each year.

During a review of the SCRD's water conservation regulations, staff identified challenges and inconsistencies in the application of Bylaw 422 for farm properties. There is a lack of clarity for both property owners and bylaw enforcement in Bylaw 422, and no definition for what type of farm qualifies for exemptions from water conservation regulations. Farms are referenced in Schedule J of Bylaw 422, for example in Stages 1 to 3, "commercial food producing farms paying a metered rate for water" are exempt from the regulations. A second exemption category for the first two weeks of Stage 4 is included in Schedule J and specifies, "where land is classified as farm land for taxation purposes under the *British Columbia Assessment Authority Act*, and is paying a metered rate for water." This exemption is more explicit in which properties qualify compared to provisions for "commercial food producing farms".

Updates to Bylaw 422 were proposed in February 2022 and staff received Board direction to engage commercial farms on the proposed amendments.

Proposed amendments include:

- 1) Add the definition "Commercial Farms", meaning a property classified as a farm for taxation purposes under the *British Columbia Assessment Authority Act*;
- 2) Add "Commercial Farms" to the list of water users identified as using water for processing in Bylaw 422 and apply the metered rate; and,
- 3) All commercial farms qualify for the Stage 1, 2, and 3 exemptions from outdoor water conservation regulations by updating the term "commercial food producing farms" to "Commercial Farms".

This Engagement Summary Report documents engagement activities and feedback that inform a staff report to the Board on proposed amendments to Bylaw 422.

1.2. Purpose of the Engagement and Objectives

The purpose of the engagement was to inform and seek feedback from farms receiving SCRD water service of potential bylaw amendments.

The objectives of the engagement were as follows:

- Present the proposed bylaw amendments to provide clarity.
- Inform farms of the qualifications for exemptions, including the new two-week exemption at the start of Stage 4.
- Collect and respond to questions from commercial farms and related properties.
- Provide the opportunity for farmers to provide feedback on the proposed amendments.

The engagement activities were undertaken between May 5 and June 30, 2022.

2. Engagement Design

Staff ran a targeted engagement program on the Bylaw proposals. Information materials and an information session were used to introduce proposals, discuss the proposals and seek feedback. Comments received in-person and by email are summarized in this document.

3. Notifications and Communications

Staff generated contact lists from current utility account information. Properties with Class 9 status (Farm Class) were targeted as the primary stakeholder group for communication. Additional contacts included groups representing regional farmers and the school gardens that currently pay the metered rate and seek exemptions from water conservation regulations.

Table 1 Communication Methods

Method	Description
Letter Mail	Properties with Farm Class designation and a SCRD water utility account were mailed an information package on May 11, 2022. The package outlined the proposed changes, details about the Information Session on June 1, and opportunities for submitting feedback.
Email	The Sunshine Coast Farmers Institute received email notification on May 17, 2022.
Email	Reminder notification for the Information Session and opportunity to provide feedback was sent to properties that registered for the Stage 4 exemption in 2021, on June 1, 2022.*
Email	A final email reminder to submit feedback was sent to Information Session participants and Stage 4 exemption registrants on June 15, 2022.*

* Email notification sent due to availability of email contact information.

4. Engagement

Engagement on the proposed Bylaw amendment took place between May 5 and June 30, 2022. This section summarizes the activities that took place during the engagement period.

4.1. Mail Out

The SCRD mailed an information package to 52 Farm Class properties, three additional food producing properties, and two organizations that represent agriculture and are known to the SCRD. The package included a letter summarizing the proposed amendments to Bylaw 422 and how to provide feedback, and a Discussion Guide with details about the amendments, included in **Appendix A**. Information was sent by mail, as the SCRD does not have email contact info for most properties, and by email to the Sunshine Coast Farmers Institute.

The mail out served to inform farm properties of the proposed changes, generate questions and feedback, and provide the opportunity for farmers to gain familiarity with the proposals prior to the Information Session.

4.2. Information Session

The SCRD hosted an in-person Information Session on June 1, 2022. Nine farmers representing six farms attended the event. One SCRD Director attended and two staff members supported the event. Each proposal was presented and staff responded to questions and recorded all comments and questions. A copy of the display boards is included in **Appendix B**.

4.3. Email Submissions

The SCRD invited Farm Class property owners, and related properties, to submit feedback in writing to infrastructure@scrd.ca. Staff received and recorded responses from six residents.

5. Summary of Comments Received

Feedback received throughout the engagement period through the in-person Information Session, phone, and emails were all reviewed and considered by staff. Table 2 includes a summary of feedback themes. Further detail of proposal feedback with participant comments is included in **Appendix C**, Table 3.

Table 2: Summary of Feedback Themes

Theme	Feedback	Frequency
Support for the Commercial Farm definition	Using Farm Class to define a “Commercial Farm” is agreeable	5
Concerns for the Commercial Farm definition	Using Farm Class may exclude farmers leasing non-Farm Class land or new farmers	3
Opposition to the Commercial Farm definition	Oppose to definition that would include tree farms and nurseries	1
Support for the metered rate	Supports metered billing	2
	Supports metered billing if reduced rate	3
Opposition to a metered rate	Opposed to potential higher costs for farmers	3
Support for the exemptions from water conservation regulations	Exemption in Stages 1-3 as well as 2 weeks in Stage 4	2
Concerns for qualifying for the exemptions from water conservation regulations	Farmers leasing land (not Farm Class) need access to exemptions	1
Stage 4 exemptions	Desire longer exemption from Stage 4	4
Opposition for the exemptions from water conservation regulations	n/a	0

6. Next Steps

Feedback received from farms on the proposed amendment was considered by staff and incorporated into a Commercial Farm Engagement Summary Report to be presented to the Board for consideration and shared with participants that provided feedback.

7. Appendices

Appendix A: Letter to farm properties and Discussion Guide



May 5, 2022

«LAST_NAME_1», «FIRST_NAME_1»
«ADDRESS_1»
«CITY», «PROVINCE» «POSTAL_CODE»

Re: Proposed Amendments to Bylaw 422 related to Commercial Farms

The Sunshine Coast Regional District (SCRD) is seeking feedback from commercial farms on proposed updates to water regulations. The updates will apply to properties that are classified as a farm for taxation purposes under the *British Columbia Assessment Authority Act*. We want to hear from you.

The SCRD is proposing to:

- Add a definition for "Commercial Farms" to SCRD *Water Rates and Regulations Bylaw No. 422*
- Transition all Commercial Farms to the metered rate for water in 2023
- Apply Water Regulation Exemptions to properties defined as Commercial Farms and paying a metered rate for water (Stages 1-3 and two weeks in Stage 4)

The SCRD is seeking your feedback. Please review information in the Discussion Guide attached to this letter. Feedback can be shared in person or by email.

The SCRD will host an information session at Seaside Centre, Sechelt on Wednesday June 1 at 5:30pm. The information session will include a presentation, followed by a Q & A session. Staff from SCRD Water Sustainability will be available to take feedback and answer questions.

Please RSVP to infrastructure@scrd.ca to let us know you're planning to attend.

You can also submit feedback by June 30 to infrastructure@scrd.ca.

How the SCRD uses feedback

After June 30, staff will compile any feedback received into a summary report that will be presented to the SCRD Board. The SCRD Board considers staff input and community feedback when making decisions about bylaw amendments.

Sincerely,

SUNSHINE COAST REGIONAL DISTRICT

Jen Callaghan
Water Sustainability Coordinator
Office: 604-885-6800 extension 6410

Commercial Farms in the SCRD: Discussion Guide

The Sunshine Coast Regional District (SCRD) is seeking feedback from commercial farms on proposed updates to water regulations.

You're invited! The SCRD will host an information session about these proposals at **Seaside Centre, Sechelt on Wednesday, June 1 at 5:30pm.**

There will be a presentation and Q&A session to follow.
Please RSVP to infrastructure@scrd.ca to let us know you're planning to attend.

Introduction

The SCRD provides and regulates drinking water through the Drought Response Plan and SCRD Water Rates and Regulation Bylaw No. 422 (Bylaw 422), for domestic, industrial and commercial purposes.

Bylaw 422 outlines water conservation regulations that begin on May 1 each year. Currently, there are exemptions from water conservation regulations for farms.

- Stages 1-3 exemption: Commercial food producing farms paying a metered rate for water are exempt from Stage 1, 2 and 3 regulations.
- Stage 4 exemption: Starting in 2022, where land is classified as farm land for taxation purposes under the British Columbia Assessment Authority Act, and is paying a metered rate for water, those farms will be exempt from Stage 4 water restrictions, for a two-week period, commencing from the first date of Stage 4 regulations.

The current bylaw poses the following challenges:

- The exemptions in Stages 1-3 are different than Stage 4,
- A "commercial food producing farm" is not defined in the bylaw and interpretation can vary by property owner, and
- Water charges vary by property, either flat or metered water rates are being paid by commercial farms.

The SCRD is proposing a bylaw definition for "Commercial Farms" to provide clarity and consistency in regulating exemptions and water rates.



Why Define Commercial Farms?

51 properties in the SCRD are classified as farms with BC Assessment and can qualify for exceptions from water conservation regulations

13 farms registered for the Stage 4 exemption in 2021

10 of 51 properties classified as farms with BC Assessment pay a metered rate for water.

Farm activities occur throughout the region, varying from small hobby farms to larger commercial ventures. Currently, there is a lack of clarity in Bylaw 422 about what type of farm qualifies for which exemptions. The current approach contributes to confusion and inconsistency amongst property owners undertaking agricultural activities, and a more comprehensive approach for Commercial Farms is needed.

The purpose of the Proposed Amendments are to:

- Provide a clear definition for Commercial Farms
- Apply exemptions consistently
- Provide water service at the same rate for all Commercial Farms



Proposed Changes for Defining Commercial Farms

1. Add the Definition “Commercial Farms”

The SCR D proposes to add a definition for “Commercial Farms” to mean “a property classified as a farm for taxation purposes under the British Columbia Assessment Authority Act”. The SCR D would no longer use the term “commercial food producing farm”.

2. Metered Rates for Commercial Farms

The SCR D proposes to add “Commercial Farms” as a commercial water user under Section 15.1 of Bylaw 422. The metered rate would be applied to all “Commercial Farms” starting in 2023.

3. Apply Regulation Exemptions to Commercial Farms (Stages 1-4)

The SCR D proposes “Commercial Farms” qualify for exemptions from Stages 1-3 water conservation regulations and during the 2-week Stage 4 exemption. All other food growers using SCR D potable water are regulated as domestic water users and water conservation regulations would apply at each Stage.

How could this impact my farm?

- Increase certainty for irrigation throughout the summer months.
- A metered rate may result in higher water fees when compared to the flat rate. This may occur during the late second and third quarter of billing due to higher water use in June, July and August.
- Commercial customers, paying a metered rate, are billed quarterly. SCR D water rates are reviewed annually and adopted in December each year.

Water Service Area	2022 Water Rates		
	Flat Rate Per Year	Commercial Metered Rate	
		Minimum charge per Quarter	Per cubic metre (m3)
Regional (including Chapman Water System)	\$526.92	\$131.73	\$1.56 (more than 84m3)
North Pender Harbour	\$711.16	\$267.23	\$3.02 (more than 227m3)
South Pender Harbour	\$675.18	\$241.13	\$2.49 (more than 45m3)

For example:

Farm A has a residence and grows a range of vegetables for markets in the summer. During the winter months they have regular household activities. Average residential households use about 500 litres per day for indoor domestic use. They may expect to pay the minimum charge for January to March (Q1) and October to December (Q4). Between April and September, irrigation water use would surpass 84 m3 per quarter (about 920 litres per day). Water use above the 84m3 would be charged the per cubic metre rate. The bill for April, May, June (Q2) and July, August, September (Q3) would be the minimum charge plus the extra cubic metres.



We Want to Hear from You

Thank you for reviewing the proposed bylaw updates for Commercial Farms. The SCRD Board will receive a summary of any feedback, which will be considered in the development of proposed amendments to Bylaw 422.

Please consider the following questions in your feedback.

- How will these proposals impact your farm business?
- Do you have any question about these proposals?

Submit your Feedback:

- In person at the Information Session on Wednesday, June 1, 2022
5:30 pm to 6:30 pm, Seaside Centre, 5790 Teredo St., Sechelt
- By email to infrastructure@scrd.ca Include "Commercial Farm Feedback" in the subject line. Please include your name and property address with your feedback.

Monthly Water Use Update

Are you curious about your property's water use? How much does your usage change by season? Join the growing community of Sunshine Coast households who receive a personal monthly water use by email. Email infrastructure@scrd.ca, provide your name, email, and address, and the "Utility Account Number" on your utility bill.



1 DEFINING COMMERCIAL FARMS

The SCRD proposes to add a definition for “Commercial Farms” to Bylaw 422

2019 to 2022	Proposed for 2023
<ul style="list-style-type: none">• No definition in bylaw.• Interpreted as a property that grows food for market sale.	<ul style="list-style-type: none">• “Commercial farm” is a property classified as a farm for taxation purposes under the British Columbia Assessment Authority Act.

What would change?

1. Properties with active Farm Classification through BC Assessment would be defined as a Commercial Farm.
2. A clear definition of Commercial Farm would be added to the Bylaw.
3. The bylaw definition of Commercial Farms would be used to designate exemptions and water rates.



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2 METERED RATES

The SCRD proposes to add “Commercial Farms” as a commercial water user under Section 15.1 of Bylaw 422.

2019 to 2022	Proposed for 2023
<ul style="list-style-type: none">Commercial food producing farms voluntarily registered for a metered rate to qualify for exemptions from water regulations.	<ul style="list-style-type: none">All Commercial Farms are charged the metered rate for water.

What would change?

1. All Commercial Farms would be charged the same rate type for water service.
2. Properties without farm class would not be eligible for exemptions.



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3 STAGE 1 TO 3 EXEMPTIONS

The SCRD proposes “Commercial Farms” are exempt from water conservation regulations in Stages 1 to 3.

2019 to 2022	Proposed for 2023
<ul style="list-style-type: none">Commercial food producing farms, paying a metered rate for water, are exempt from regulations.	<ul style="list-style-type: none">“Commercial farms” are exempt from regulations.

What would change?

1. Commercial Farms would be defined in the bylaw.
2. Exemptions would now apply to all Commercial Farms.
3. Commercial Farms will be charged a metered rate for water and automatically qualify for exemptions.



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3 STAGE 4 EXEMPTION

The SCRD proposes “Commercial Farms” qualify for a two-week exemption from Stages 4 water conservation regulations.

New in 2022	Proposed for 2023
<ul style="list-style-type: none">• Farm class properties paying a metered rate for water were exempt from Stage 4 water restrictions, for a two week period	<ul style="list-style-type: none">• “Commercial farms” will be exempt from Stage 4 water regulations, for a two week period, from the first date of Stage 4.

What would change?

1. Commercial Farms would be defined in the bylaw.
2. Commercial Farms would be charged a metered rate for water and automatically qualify for the exemptions.



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COMMERCIAL BILLING

Billing changes to expect with a metered rate.

2022	Flat Rate	Metered Rate
Jan to Mar	\$526.92	\$131.73 plus \$1.56 per m3 after 84 m3
Apr to Jun		\$131.73 plus \$1.56 per m3 after 84 m3
Jul to Sep		\$131.73 plus \$1.56 per m3 after 84 m3
Oct to Dec		\$131.73 plus \$1.56 per m3 after 84 m3
Total for Year	\$526.92*	\$526.92* plus volume charges (when applicable)

* Example rates provided apply to Regional Water Service customers in 2022.

Is the SCRD transitioning all users to metered rates?

The review of how to charge for water, for all users, begins in Fall 2022. This corresponds with the final phase of residential water meter installations.



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COMMERCIAL BILLING

An example Commercial Farm with
1.5 acres of irrigated crops.

Quarter	Water Use*	Rate**
January 1 to March 31	First 84 m3 Plus additional 0 m3	\$131.73 + \$0.00
April 1 to June 30	First 84 m3 Plus additional 60 m3	\$131.73 + \$93.60
July 1 to September 30	First 84 m3 Plus additional 172 m3	\$131.73 + \$268.32
October 1 to December 31	First 84 m3 Additional 0 m3	\$131.73 + \$0.00
Total for Year		\$888.84

* Water Use is total water volume measured by the meter:
Household, irrigation, and any potential leaks.

** Example rate values are for metered rates for Regional
Water customers in 2022. The 2022 flat rate is \$526.92.

1 m3 = 1,000 litres

84,000 litres per quarter is approximately 900 litres per day

The BC average for residential water use is 274 litres per
person, per day.



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TOOLS FOR FARMS



Meter Data

Monthly Water Use Update

Receive water use information each month, compare water use practices year over year, and track water use efficiency.

scred.ca/water-use



BC Agriculture Water Calculator

Calculate the irrigation and livestock water needs for your property.

bcwatercalculator.ca



CLIMATE CHANGE ADAPTATION PROGRAM

Regional specific resources for farms, including water management.

bcclimatchangeadaptation.ca



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NEXT STEPS

Dates	Action
June 2022	Feedback collected from farm community
Q3 2022	Summary of feedback presented to SCRD Directors
Q3 2022	Summary of feedback shared with farm participants
Q3 2022	Staff will present proposed amendments to Bylaw 422 to the Board for their consideration



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Appendix C: Proposal Feedback with Comments

Table 1. Proposal Feedback with Comments

Date	Proposal One: Farm Definition	Farm Class	Proposal Two: Metered Rate for Farms	Meter Rate	Proposal Three: Exemptions from Water Conservation Regulations	Other
By Email and Phone						
May 12	In support of definition	Y	In support of proposed billing.	Y	Having the commercial exemption in Stage 1-3 as well as the 2-week extension in Stage 4 is extremely important to us.	Have alternate water source (surface water licence), but do not use year-round. Weekly produce for Sechelt Food Bank.
May 25	Disagree. Changing definition will include nurseries and tree farms.	Y	Disagree. Will increase cost of water to farmers and lead to higher food costs. It provides for more incentives to farms to have a flat rate.	N	No comment	The SCRD approved the Agricultural Plan in October 2014. At that time only 3% of the food consumed in the SCRD was grown locally. As of 2022, nothing much has changed and the amount of food grown locally has been only about 3-4%.
May 25	No comment	Y	We will likely sign up for commercial farm water metering.	N	Our acreage should be watered but hasn't been due to water restrictions. We could use several times our daily consumption of water just to create viable summer grazing. I emphasize we have not done so in keeping with the moral commitment to conserve.	Farm has evolved to agro-tourism. Doing an analysis of collection of rainwater and or creating a dug-out reservoir. More likely to re-tap existing surface water licences for watering grasslands. Are there any plans to grant commercial farms any incentive to collect rainwater and/or creek water (licenced)? Can we irrigate several acres of grassland and fruit trees under the new system?

Date	Proposal One: Farm Definition	Farm Class	Proposal Two: Metered Rate for Farms	Meter Rate	Proposal Three: Exemptions from Water Conservation Regulations	Other
May 31	Concern for leaving out important food producers or land renters. Propose the SCRD allow operators to prove their eligibility for farm status without requiring land assessment records.	Y	Acceptable if paired with a water farm rate. Many regions that truly support their agricultural sector have agricultural water rates. The SCRD has funds from ALR land transfers that could support commercial farm water rate.	N	The proposal to allow Stage 4 exemption for 2 weeks is very welcome. A 2-week exemption in 2021 would have been close enough to avoid significant crop loss. Would like to see the exemption extended beyond two weeks based on circumstances and time of year. What about no restrictions at all.	The [Stage 4] restrictions created a huge amount of stress in our life. Prepared with about 10 days of stored water.
Jun 1	No comment	Y	Questions: <ul style="list-style-type: none"> At what point would metered rates be charged if more than one dwelling? If I am not farming, is there a mechanism to bill accordingly? 	N	No comment	I realize the easiest way is to bill by connection, but also feel resources are owned equally by individuals.
Jun 10	Agree with the bylaw definition	Y	<ul style="list-style-type: none"> Believe in the principles of volumetric billing, and yet unclear what the cost would be. Strongly advocated that agricultural commercial rates should be less than regular commercial rates, or more specifically, that commercial rates for farm water should not gauge the farmer. Costs should be 'fair and within reason'. Transitioning to metered rate. 	N	<ul style="list-style-type: none"> Agreed with proposed exemptions. Only those who have done the work to register their farms, and are farming at a scale that is commercial, should be eligible for special exemptions. 	Scale should play a factor in access to treated drinking water for farm use. In as much as large scale farms should have wells and reservoirs and work for independence, those farmers who are on an acre or two, who are irrigating but not a huge amount, given the scale of their business should still have access to municipal water.

Date	Proposal One: Farm Definition	Farm Class	Proposal Two: Metered Rate for Farms	Meter Rate	Proposal Three: Exemptions from Water Conservation Regulations	Other
Aug 2	Should only be applied to those classified as commercial farms under the <i>British Columbia Assessment Authority Act</i> . This makes a clear distinction between legitimate users of the land vs hobby farms.	Y	It could have a negative impact if the additional cost of this essential element cuts too deeply into the limited budget of running a farming operation.		As far as Stage 4, there should be allowance or alternative sources for individual farms based on requirements. These should be implemented on an as needed basis and monitored, otherwise livelihoods could be ruined in a very short period of time.	Farms, of any nature, are at the mercy of numerous environmental conditions and at the best of times it can be difficult to make a living. Any increased financial pressure beyond these can reduce the viability of the farming business. The SCRD should work with existing farms to look at options for drought mitigation as well as options for high efficiency irrigation methods and implementation.
Information Session						
Jun 1	Class 9 [Farm Class] properties are the focus.	Y	We want free water. Tax on the land is much reduced. If you are farming, you need to be encouraged. We want a different rate structure.	N	Need water in Stages 1-3. Need a month exemption in Stage 4. The risk is on the farmer. We are water aware.	Province is helping farmers. We need to help new farmers and need help from municipalities and regional districts too. Cost of farming is increasing (e.g. fertilizer).
Jun 1	Challenge: Farmers leasing land need landowners to file for Farm Class.	Y	What are the chances of moving to a different rate than commercial and residential? Cost of paying a metered rate for water is challenging for farmers.	N	Farmers leasing land need access to exemptions. May not be able to access exemptions initially (before Farm Class status is granted).	There are very few farms on the Coast, the businesses are not viable. We need to create a stronger farm community. There is not enough water (deters farmers). Need to charge more for infrastructure costs to new development.
Jun 1	Agree with proposed definition	Y	Current metered bill is high.	Y	Should be able to water straight through [the summer] if paying a metered rate.	

Date	Proposal One: Farm Definition	Farm Class	Proposal Two: Metered Rate for Farms	Meter Rate	Proposal Three: Exemptions from Water Conservation Regulations	Other
Jun 1		Y	What about a tiered system or raising the cap of 84 m3/quarter?	N		
Jun 1		Y	How does the commercial rate compare to residential?	N		Is it possible to see water usage data? Have most people signed up? Having data is key.
Jun 1	Challenge: New farms not yet with Farm Class. Needs to be a process where people can apply to show intent.	N		N		Suggestion to partner with Farmers Institute to communicate with properties transitioning to Farm Class.

Appendix D: Feedback from Sunshine Coast Farmers Institute

Sent: June 27, 2022, 11:40 AM

Subject: Feedback on water rates and regulation bylaw

Dear SCRD Board of Directors,

Thank you for this opportunity to provide feedback on the proposed changes to the Water Rates and Regulations Bylaw No 422.

The changes we propose are aligned with the [SCRD Ag Plan](#), the [SCRD's We Envision: A Regional Sustainability Plan](#), both of which refer to the need to support a local, viable and resilient food system.

The SCFI respectfully makes the following requests:

1. Permanently exempt commercial food farmers* from Stage 4 water restrictions.

Water restrictions based on indoor vs outdoor water use are unfair to farmers who are required to grow food outdoors. These restrictions are not in the best interest of our communities' need for food security, nor our ecosystem's long-term health.

2. Give commercial food farmers* a 50% reduction on commercial water rates, including the quarterly flat rate and the additional per-cubic-meter rate charged after the flat rate threshold has been reached.

Currently, the yearly commercial water bill for farmers with 2-4 acres in production can range from \$4000-\$6000. Given the exponential cost increases for farm insurance, seed, fertilizer and other input costs, and given the low profit margin for food crops, additional bills could mean the end for some farm operations. It is also likely to prevent new farmers from starting up on the Sunshine Coast.

Based on our research from local farms, the quarterly commercial water bills incurred by irrigating 4 acres of crops would be:

a. \$468.73 for the winter quarter

Typical winter use - 100 m³ per month (100 m³ x 3 months = 300 m³) billed \$131.73 per quarter plus \$337 (\$1.56 x 216 m³) = \$468.73

b. \$936.73 for the spring or fall quarter

Typical spring/fall use - 200 m³ per month (600 m³) billed \$131.73 per quarter plus \$805 (\$1.56 x 516 m³) = \$936.73

c. \$2847.73 for the summer quarter

Typical summer use - 400 m³ per month (1200 m³) billed \$131.73 per quarter plus \$2716 (\$1.56 x 1116 m³) = \$2847.73

3. Give commercial food farmers an increased threshold for the flat commercial water rate to 600 m3 per quarter.

Most crops require one inch of water per week, which is equal to 27,000 gallons or 102 m3 per acre per week. This translates to the average crop farmer requiring 408 m3 per month per acre or 1,224 m3 per quarter per acre.

Many of our local farms have 2-4 acres in production but are only using 200-400 m3 for their entire farm operation each month during May to September, the months requiring the most irrigation. Our local farmers are effective at water conservation and are using far less cubic meters per acre than is standard practice.

We request these exemptions and reductions in water rates for the following reasons;

1. Food is an essential human need and as such local food production needs to be protected. At a time when [supply chain issues](#) and [food scarcity](#) looms large and our traditional food suppliers in BC and abroad are experiencing unprecedented wildfires and drought, the duty to protect and invest in local farmers who have dedicated their livelihoods to growing large volumes of food all year long is even more urgent.

2. Farm water use is part of the hydrologic cycle and recharges the aquifer: Soil-based farms are an important part of the green water cycle. Unlike indoor water use that returns grey/black water to sewer systems, the outdoor watering of crops stewards the water cycle. Soil filters rainwater and protects the quality of our groundwater. [Droughts are mitigated by improving soil health](#) with diverse crops and livestock that add organic matter to bring soil to life. Living soil infiltrates rain at a higher rate and can store up to 10 times its weight in water reducing flooding and washouts.

[In 2021 Sunshine Coast forests saw 1,127,544 m3 of timbers](#) removed from our forests drastically affecting our watersheds, and our land's water absorbing capacity. Local farms can help mitigate the negative impact of the loss of forest cover and increasing urban development.

3. Soil-based farming improves our ecosystem and reverses climate change: Healthy soil supports ecosystems that are more resilient to the impacts of drought, flood, or fire. [Soil regulates the earth's climate](#) and stores more carbon than all of the world's forests combined (3-5 tonnes per hectare per year). [Living soil controls erosion, provides habitat for billions of organisms that fix nitrogen and decompose organic matter.](#) 70-80% of insects require the top 2 inches of soil for life. Farmers' crops, orchards and pastures sequester carbon while supporting wildlife and pollinators, which are essential to our food supply. We are fortunate that our local farmers are experts in [sustainable food production](#) and practice [many aspects of regenerative agriculture](#), such as no till, cover crops, biodiversity and incorporating well managed livestock.

4. Local farmers are already at a breaking point with unprecedented drought, heat domes, atmospheric rivers, labour shortages, skyrocketing input costs, and low profit margins. Losing crops and income in the most productive months while adding thousands of dollars annually in commercial water rates will push our farmers over the edge of viability and harm our local food security.

5. Commercial farmers need equitable access to our water infrastructure. Equality issues arise when other ALR land owners and heavy water users, such as industrial marijuana grow ops and breweries have no water restrictions simply because they are indoor operations. Farmers would be happy to use untreated water but until untreated water systems are in place, the current water infrastructure is all we have. Residential gardener's water needs can be met with current rainwater harvesting rebate programs and other water conservation practices but local commercial farmers are not entitled to these rebates, and commercial farm water needs in one week can exceed what these tanks collect in one year.

Farmers, whose profit margins are far lower than most commercial businesses, pay the same property taxes and commercial water rates, and therefore have the right to equitable access to our municipal services. Farmers are one of the few commercial operations to be denied water during stage 4 restrictions. Drilled wells currently cost over \$80,000. This additional cost is simply not feasible for most farmers, especially those leasing land.

Our proposal will have a minimal impact on the water supply and a significant, positive impact on the region's struggling local farms.

Only 8% of ALR land is farmed. The SCRD's own Regional Sustainability Plan states "The actual land used for commercial food production may be as low as 12 hectares total," and the SCRD has determined that local farms only use 1-3% of our annual water supply.

Meanwhile, BC reported fewer farms in last year's census of agriculture, with losses outpacing the national average. The province was home to 15,481 farms last year, a decline of 10% since the last census in 2016. This follows an 11% decline in 2016 versus 2011, and contrasts with a 2% increase in neighbouring Alberta.

Simply by enacting stage 2 and stage 3 water restrictions earlier, and, in particular, by banning water use on lawns, enough water could be saved to compensate for the 1-3% used by farmers in stage 4.

We ask our local government to take steps to protect the hard-working sector that feeds us while providing ecological services.

Thank you for your time and consideration.

Regards,

The Sunshine Coast Farmers Institute Board
Raquel Kolof - President - Hough Heritage Farm
Mel Sylvestre - Vice President - Grounded Acres Organic Farm
Rose Kiewitz - Director - Henry Reed Organics
Erin Dutton - Director - Erin Dutton Design Landscaping
Dan White - Director - Farmer Dan's Family Farm
Robin Friesen - Director - Gibsons Farm
Alisha M'Lot - Director - Harvest Heart Farm
Mary Degan - Director - Hearty Homestead
Mary-Catharine Anderson - Secretary - Blaks Botanicals
Robin Dutcher - Treasurer - Soames Hill Farm

***The SCFI Board defines a commercial farm as:**

- 1) A property that grows **food** for commercial sale and;
- 2) A property that has earned farm classification status as per [Section 23 of the Assessment Act and B.C. Reg. 411/95](#), the Classification of Land as a Farm Regulation and/or;
- 3) Leased land that grows **food** for commercial sale but where the land owner has chosen to not apply for farm classification the farmer leasing the land can still prove commercial sale of food crops with receipts. This would be inclusive of farmers who lease several parcels that do not qualify for farm classification or who are new to farming and have not yet earned farm classification status.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Sachindra Wijayabandara, Capital Projects Engineer

SUBJECT: CHAPMAN CREEK WATER TREATMENT PLANT ON-SITE HYPOCHLORITE GENERATION PROJECT – CONTRACT AMENDMENT NO. 6

RECOMMENDATION(S)

- (1) **THAT the report titled Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project - Contract Amendment No. 6 be received for information;**
 - (2) **AND THAT the contract with Associated Engineering Ltd. be amended with an increase of up to an additional \$50,000, for a total not to exceed of \$ \$354,348 (excluding GST), which includes a contingency of \$ \$35,987;**
 - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the amended contract.**
-

BACKGROUND

At the February 25, 2021 Board meeting, the budget for the design and construction of an on-site hypochlorite generation system at the Chapman Creek Water Treatment Plant (WTP) was increased to \$1,692,000 (resolution 046/21).

At the September 9, 2021 Board meeting, the following resolution was adopted:

249/21 **Recommendation No. 3** *Invitation to Tender (ITT) 2137009 Contract Award Chapman Creek WTP On-Site Hypochlorite Generation – Construction*

AND THAT a contract for Chapman Creek WTP On-Site Hypochlorite Generation be awarded to CHB Services Ltd. in the amount up to \$1,118,820 (plus GST);

AND THAT the contract with Associated Engineering for Construction Management, Engineering, and Post Construction Engineering Services for the Chapman Creek WTP On-Site Hypochlorite Generation be increased from \$117,171 up to an amount not to exceed \$304,348 (plus GST) to provide Construction Management and Post Construction Engineering Services for the Chapman Creek WTP On-Site Hypochlorite Generation Project;

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

At the November 25, 2021 Board meeting, the project budget was increased to reflect the correct bid price through the adoption of the following resolution:

249/21 **Recommendation No. 8** *Chapman Creek WTP On-Site Hypochlorite*
(in part) *Generation Project – Contract Amendment No. 1*

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.

At the March 24, 2022 Board meeting, the project budget was restructured through the adoption of the following resolution:

080/22 **Recommendation No. 9** *Chapman Creek Water Treatment Plant On-Site*
(in part) *Hypochlorite Generation Project – Contract Amendment No. 2*

AND THAT the contract with CHB Services Ltd. be amended with an increase of \$100,000, to a total of \$1,718,820 (excluding GST);

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

AND FURTHER THAT a 2023 Budget Proposal be brought forward for the chlorination system decommissioning project.

The purpose of this report is to request Board approval for a contract amendment for Associated Engineering's (AE) design and construction management services.

DISCUSSION

Analysis

There has been a total of five contract amendments with AE for their services to date. Currently, AE is nearing expensing the full construction management services portion of their budget outside of startup/commissioning, documentation (record drawings, Building Permit schedule C's etc.) and the post construction process and control support allowance. The overall construction contract has been slowed in progress mainly because of COVID-19 material supply issues. The original substantial completion (Contract Time) was established as April 2022. However, recently significant construction progress has been made and the revised projected completion date is June 2023.

Due to COVID-19 material supply issues, which resulted in the delay of the fabrication of the key mechanical and electrical components, AE experienced additional cost increases due to the

delay in completion of the construction which increased the duration of their construction management services. Also, during the construction phase, AE supported the Sunshine Coast Regional District (SCRD) in evaluating and resolving an issue raised by the Contractor's electrical subcontractor about a previously unidentified electrical control panel dust present in all parts of the WTP building, and in particular, in the plant's electrical control room. This was an unforeseen issue related to plant operations. AE spent considerable time investigating and resolving this issue, which was not in their original scope of services.

Financial Implications

As shown in Table 1, the current approved funding is \$2,192,000. This includes CHB Services Ltd.'s Construction contract value of \$1,718,820. To date, expected CHB's total incurred expenditures is projected to be \$1,668, 820. Therefore, there is not a fiscal increase to the overall approved project budget to fund this increase for Associated Engineering's services.

Table 1 – Chapman Creek WTP On-Site Hypochlorite Generation

	Current	Amended
Approved Budget	\$2,192,000	\$2,192,000
Staff Wages and Other Expenses	\$51,903	\$51,903
Design and construction Management Contract Associated Engineering	\$304,348	\$354,348
Construction contract CHB Services	\$1,718,820	\$1,717,820
Total Project Expenditures	\$2,075,071	\$2,125,071

Timeline for next steps

Construction is currently underway on the installation of the on-site hypochlorite generation system and is anticipated to be complete and commissioned by Q3 2023.

STRATEGIC PLAN AND RELATED POLICIES

The purchasing process followed for this service is aligned with the SCRD Procurement Policy.

CONCLUSION

Due to COVID-19 supply chain issues, and the resulting project schedule change, AE's construction management costs have increased and staff recommend the contract with Associated Engineering Ltd. be amended with an increase up to an additional \$50,000, for a total not to exceed \$354,348 (excluding GST), which includes a contingency of \$ 35,987.

Reviewed by:			
Manager	X - S. Misiurak	Finance	X - T. Perreault X - A. Taylor
Acting GM	X - M. Brown	Legislative	
CAO	X- D. McKinley	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Shane Walkey, Manager, Utility Services

SUBJECT: **SQUARE BAY WASTEWATER COLLECTION SYSTEM UPGRADE PLANNING STUDY – APPROVAL OF INFRASTRUCTURE PLANNING GRANT**

RECOMMENDATION(S)

- 1) **THAT the report titled Square Bay Wastewater Collection System Upgrade Planning Study – Approval of Infrastructure Planning Grant be received for information;**
 - 2) **AND THAT the Sunshine Coast Regional District (SCRD) accept the Infrastructure Planning Grant Program (IPGP) grant for the Square Bay Wastewater Collection System Upgrade Planning Study project for \$10,000;**
 - 3) **AND THAT the delegated authorities be authorized to execute the Shared Cost Agreement and accept the Terms of Conditions of the Grant Agreement;**
 - 4) **AND THAT the Square Bay Wastewater Collection System Upgrade Planning project be included in the [387] Square Bay Wastewater Service Area 2023 Budget in the amount of \$15,000;**
 - 5) **AND THAT the project be funded from the IPGP grant funding of \$10,000, and \$5,000 from operating reserves;**
 - 6) **AND THAT the 2023-2027 Financial Plan be amended accordingly;**
 - 7) **AND FURTHER THAT this recommendation be forwarded to the April 27, 2023 Board meeting.**
-

BACKGROUND

In Round 1, 2021 budget discussions, a budget proposal was presented to the Sunshine Coast Regional District (SCRD) Board that recommended funding be allocated to a design and planning study for the Square Bay community sewage treatment service that addressed the problematic collection system. This engineering assessment study would include a review of the existing collection system infrastructure and provide detailed engineering design options for the upgrade and/or replacement of the collection system. This proposal, although initially approved by the Board, was later deferred due to funding and affordability concerns for the service area at the February 24, 2022 Board meeting:

044/22 **Recommendation No. 3** *Square Bay Community Sewage Treatment Service*
(in part) *– Underfunding*

AND THAT the following projects be deferred and reconsidered as part of the 2023 Budget process:

- Statutory Right of Way
- System Upgrade Planning

At the December 9, 2022 Special Committee of the Whole meeting, staff presented a report to the Board titled 'Square Bay [387] Wastewater 2023 User Fee Review' which discussed the current operational status and financial sustainability of the Square Bay Wastewater Service Area operations and recommended 2023 user fee rate increases. In this report staff recommended to un-defer the System Upgrade Planning Project and reintroduce this project and make recommendations for funding as part of the 2023 Budget process. The following resolution made by the Board at the December 15, 2022 Special Board meeting approved the rate recommendations made by staff which incorporated the funding of the System Upgrade Planning project within the 2023 operating budget:

369/22 **Recommendation No. 17** *Square Bay [387] Wastewater 2023 User Fee*
(in part) *Review*

AND THAT the *Sewage Treatment Facilities Service Unit Bylaw No. 428*,
(Schedule C) be amended to increase the Square Bay Service Area User Fees
to \$1,281.02 for 2023;

In January 2023, following Board direction, an application for grant funding under the Infrastructure Planning Grant Program (IPGP) was submitted for the Square Bay Wastewater Collection System Upgrade Planning Study project. The SCRD was notified by the Province of the approval of the grant application on March 28, 2023.

The purpose of this report is to seek the Board's acceptance of the IPGP award and to approve and incorporate the Square Bay Wastewater Collection System Upgrade Planning Study project and associated funding into the 2023 Budget.

DISCUSSION

The Province of BC offers the IPGP to assist local governments in developing well planned community infrastructure that will improve public health and safety, encourage resilient communities, and protect the natural environment while strengthening local and regional economies. Grants are provided under this program towards a range of activities related to assessing the technical, environmental and/or economic feasibility of local government infrastructure projects.

The SCRD submitted an application to the IPGP program on January 18, 2023 to seek funding towards a planning study at Square Bay to identify engineering solutions and asset upgrade/replacement measures that will address the inflow and infiltration issues within the wastewater collection system.

The Province informed the SCRD on March 28, 2023 that the SCRD was successful in its application for funding and is eligible to receive the maximum amount of program funding of \$10,000.

The Terms of Conditions of this grant will be provided to the SCRD which must be signed and returned to the Province, indicating the acceptance of the conditions and stipulations of the grant agreement.

As discussed in the Background section of this report, the Square Bay Wastewater Collection System Upgrade Planning Study project was previously deferred in both 2021 and 2022 due to financial constraints within the Square Bay Service Area. In March 2023, this project was

brought forward again as a Round 2 Budget Proposal, but as it was conditional based on the award of grant funding from the Province, the Board was unable to approve the project at that time.

Now that the SCRD has been notified by the Province of the award of funding under the IPGP for this work, staff recommend that this project be incorporated into the 2023 Budget and that the Financial Plan be updated accordingly.

Financial Implications

This project has a total estimated budget of \$15,000 to cover eligible costs associated with an engineering study/report that includes detailed engineering design options for the upgrade and/or replacement of collection system infrastructure. The report will provide design criteria and a cost estimate for the section(s) of the system that needs upgrading or replacement.

Under the IPGP, the Province will provide funding based on the following formula:

- 100% of the first \$5,000 and 50% of the next \$10,000 up to a maximum grant amount of \$10,000 for each approved project.

Based on a project value of \$15,000, and a maximum grant funding of \$10,000, there would be a funding requirement from the Square Bay Service Area towards this project of \$5,000, which staff recommends be funded with Operating Reserves. The non-grant funding of this project has already been incorporated into the 2023 Square Bay User Fees as noted in the Background section above (369/22 Recommendation No. 17). Total 2023 uncommitted operating reserves are \$9,813 and therefore are sufficient to fund the non-grant funded portion of the project.

Timeline for next steps or estimated completion date

Following Board approval, the grant agreement will be signed by the delegated authorities and sent to the Province formally accepting the grant and agreeing to the Terms of Conditions.

Staff will work with the Purchasing Department to hire a qualified engineering consulting firm to evaluate the Square Bay collection system components and to provide the SCRD with design options and cost estimates, included within the engineering report. Further objectives resulting from this work will be to utilize the engineering study to help inform the SCRD on future capital asset construction improvements within the Square Bay Wastewater Service Area, including collection system upgrades and/or replacement.

STRATEGIC PLAN AND RELATED POLICIES

This grant application is consistent with the SCRD Financial Sustainability Plan, seeking alternative funding for SCRD projects.

CONCLUSION

The SCRD Board approved a grant submission under the IPGP for the Square Bay Wastewater Collection System Upgrade Planning Study project which was submitted to the Province on January 18, 2023. The SCRD was informed on March 28, 2023 that its application was approved for a total amount of \$10,000.

This report recommends approval and acceptance of the grant and signing of the agreement and acceptance of the Terms of Conditions by the delegated authorities.

Staff recommend that this project be formally approved and incorporated into the Square Bay [387] 2023 Budget and that the Financial Plan be updated accordingly to reflect the funding sources of \$10,000 of Provincial grant funding and \$5,000 from operating reserves.

Reviewed by:			
Manager		CFO/Finance	X - T. Perreault
Acting GM	X - M. Brown	Legislative	X - S. Reid
CAO	X - D. McKinley		

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Allen van Velzen, Manager, Facility Services

SUBJECT: RECONSTRUCTION AQUATIC CENTRE FIRE SPRINKLER SYSTEM AWARD (REQUEST FOR PROPOSAL 2361301)

RECOMMENDATIONS

- (1) **THAT the report titled Reconstruction Aquatic Centre Fire Sprinkler System Award (Request for Proposal 2361301) be received for information;**
 - (2) **AND THAT a contract for reconstruction of the fire sprinkler system at Sechelt Aquatic Centre be awarded to Community Fire Prevention A Division of Onyx-Fire for a value not to exceed \$727,800 (before GST);**
 - (3) **AND THAT the delegated authorities be authorized to execute the contract;**
 - (4) **AND FURTHER THAT this recommendation be forwarded to the Regular Board Meeting of April 27, 2023.**
-

BACKGROUND

Staff have been working diligently to plan and tender for the replacement of the Sechelt Aquatic Centre fire sprinkler system following discovery that the system has been compromised by microbiologic corrosion.

At the November 24, 2022 Board Meeting, the following resolution was adopted:

321/22 **Recommendation No. 4** *Sechelt Aquatic Centre Fire Sprinkler System Replacement Project Update*

THAT the report titled Sechelt Aquatic Centre Fire Sprinkler System Replacement Project Update be received for information;

AND THAT system replacement Option No. 2 Dry Nitrogen System be approved for detailed design and construction tendering;

AND THAT the Sechelt Aquatic Centre Fire Sprinkler System Replacement project budget be increased from \$180,200 to \$820,792 (plus GST), with the increase of \$640,592 and total project be funded from short-term debt;

AND THAT the Sunshine Coast Regional District authorize up to \$815,592 to be borrowed under Section 403 of the *Local Government Act*, from the Municipal

Finance Authority, for the purpose of the Sechelt Aquatic Centre Fire Sprinkler System Replacement Project;

AND THAT the loan be repaid within 5 years, with no rights of renewal;

AND THAT the 2022-2026 Financial Plan be amended accordingly;

AND FURTHER THAT a proposal for the removal of the linear heat detection system be brought forward as part of the 2024 Budget.

The purpose of this report is to request that the Board award the contract for the reconstruction of the fire sprinkler system at the Sechelt Aquatic Centre to Community Fire Prevention A Division of Onyx-Fire for a value not to exceed \$727,800 (before GST).

DISCUSSION

Request for Proposal (RFP) Process and Results

Request for Proposal 2361301 Reconstruction Aquatic Center Fire Sprinkler System was published on February 23, 2023 and closed on March 31, 2023.

Purchasing received one compliant proposal. Led by Purchasing, the evaluation team consisted of five team members. The committee reviewed and scored the proposal against the criteria set out in Section 7.2 of the RFP. Staff recommend that a contract be awarded to Community Fire Prevention A Division of Onyx-Fire who met the specifications as outlined in the RFP.

<u>Name</u>	<u>Value</u>
Community Fire Prevention A Division of Onyx-Fire	\$ 606,500 (before GST)

It is recommended that the awarded contract be in the amount not to exceed \$727,800 which provides a 20% contingency for goods cost increases between project phases and unforeseeable conditions where existing system components are installed in enclosed spaces.

Financial Implications

There are no financial implications of this award, the previously approved budget for this project is sufficient to cover the contract and contingency value. The proposal also provides for the removal of the temporary linear heat system at no additional cost; therefore, a 2024 budget proposal for this item is no longer required.

Timeline and Next Steps

Following Board decision, the contract award will be made. To minimize impacts to facility programming staff are endeavoring to align the project with our regularly scheduled annual maintenance closures. However, due to material and permitting lead times, it is likely that a short delay to the start of the 2023 closure will be required. Based on the proponent's project schedule, one-week extensions to the 2023 and 2024 annual maintenance closures will also be required for the successful completion of this project.

Communications Strategy

Project decisions and facility implications will be communicated to impacted stakeholders.

STRATEGIC PLAN AND RELATED POLICIES

NA – Operational

CONCLUSION

In accordance with the SCRD's Purchasing Policy, RFP 2361301 was issued for Reconstruction Aquatic Centre Fire Sprinkler System. One compliant proposal was received.

Staff recommend that a contract for the reconstruction of the fire sprinkler system at the Sechelt Aquatic Centre be awarded to Community Fire Protection A Division of Onyx-Fire, for the amount not to exceed \$727,800 (before GST), which includes a 20% contingency and that the delegated authorities be authorized to execute the contract.

Reviewed by:			
Manager	X – G. Donn	CFO/Finance	X– T. Perreault
GM	X – S. Gagnon	Legislative	
CAO	X – D. McKinley	Purchasing	X– V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Matt Treit, Manager, Protective Services

SUBJECT: COMMUNITY RESILIENCY INVESTMENT PROGRAM – APPROVAL OF 2023 FIRESMART COMMUNITY FUNDING AND SUPPORTS GRANT

RECOMMENDATION(S)

- (1) THAT the report titled Community Resiliency Investment Program - 2023 FireSmart Community Funding and Supports Grant Application be received for information;
 - (2) AND THAT the Sunshine Coast Regional District (SCRD) accepts the Community Resiliency Investment Program grant for 2023 FireSmart Community Funding and Supports valued at \$746,345 and the SCRD will provide overall grant management;
 - (3) AND THAT the delegated authorities be authorized to execute the Approval Agreement and accept the Terms and Conditions;
 - (4) AND THAT the 2023 FireSmart Community Funding and Support project, including up to 4.5 full-time equivalent staff (temporary-grant funded) positions, be incorporated into the Sunshine Coast Emergency Planning function [222];
 - (5) AND THAT the 2023-2027 Financial Plan be amended accordingly;
 - (6) AND FURTHER THAT the recommendation be forwarded to the April 27, 2023 Regular Board meeting.
-

BACKGROUND

The SCRD Board adopted the following resolution on March 9, 2023:

049/23 **Recommendation No. 29** *Sunshine Coast Emergency Planning [222] – 2023 R2 Budget Proposal*

THAT the report titled 2023 Round 2 Budget Proposal for [222] Sunshine Coast Emergency Planning be received for information;

AND THAT the following budget proposal be deferred pending confirmation of the grant:

- Budget Proposal 1 – FireSmart 2.0 (up to 4.5 FTE), \$370,000 contingent on Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Grant.

The SCRD Board adopted the following resolution on Oct 13, 2022:

267/22 **Recommendation No. 7** *Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports Grant Application*

THAT the report titled Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports Grant Application be received for information;

AND THAT a grant application of up to \$750,000 for Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports be submitted to the Union of British Columbia Municipalities on behalf of the Sunshine Coast Regional District (SCRD);

AND THAT the SCRD supports the project and is willing to provide overall grant management.

The grant application report was included on the September 22, 2022 Committee of the Whole agenda. The Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports Grant was applied for on December 19, 2022. On March 27, 2023 the SCRD was informed that the application was successful.

The purpose of this report is to update the Board on the successful grant application and request the FireSmart 2.0 project, including up to 4.5 FTE, be added to the 2023-2027 Financial Plan.

DISCUSSION

An application to UBCM was submitted to seek funding for the Community Resiliency Investment Program - 2023 FireSmart Community Funding and Supports Grant Application program. UBCM advised on March 27, 2023 that the SCRD had received the total amount of funding requested (\$746,345). An agreement to accept the grant was subsequently provided to SCRD.

Description of the program was provided as part of the staff report for approval to apply to the program, which can be found on attachment A.

Organizational and Intergovernmental Implications

FireSmart 2.0 is a regional program and staff will work closely with other local governments for the implementation of the program. However the SCRD will provide overall grant and program management.

The grant application fully funds the program and has provisions for support services built in.

Financial Implications

This grant is expected to cover 100% of the eligible costs associated with the proposed project. There are some costs that may not be funded that the SCRD would need to cover related to the staffing component, and if occurred, staff would bring back a report to the Board.

Grant funds would be issued to the SCRD and managed as part of the regional emergency program.

This grant agreement is for a period up to March 30, 2025. The application guide also states that: “Applicants will be eligible to apply for future funding after two years from the date of the approval agreement or after the complete final report is submitted”.

The continuance of the FireSmart program, in particular the staffing that is approved as part of this project, is subject to future grant success.

Timeline for next steps or estimated completion date

The deadline for activities is March 2025. It is expected that a future application will be made to continue the program, dependent on future Board decisions/direction.

A job description is being prepared to hire the FireSmart Coordinator as an initial next step. The FireSmart Coordinator position will be hired as soon as possible and the design and implementation of additional roles will follow further analysis of composition (contractor versus staff).

Communications Strategy

The FireSmart team will work with SCRD communications to advertise the new program.

As part of the grant terms, staff are required to meet with BC Wildfire Service prior to starting any work.

STRATEGIC PLAN AND RELATED POLICIES

This grant application is consistent with the SCRD Financial Sustainability Plan: Seeking alternative funding for SCRD projects.

This grant application is also consistent with the SCRD Strategic Plan: Develop and implement adaptation strategies and measures including emergency plans, for priority risk areas.

CONCLUSION

The SCRD Board approved the grant submission for the Community Resiliency Investment Program on October 13, 2022. The SCRD has been informed that the FireSmart Community Funding and Supports grant application was approved.

This report recommends approval and acceptance of the grant and inclusion of the project in the Five Year (2023-2027) Financial Plan.

Attachment A- Staff Report to September 22, 2022 Committee of the Whole- COMMUNITY
 RESILIENCY INVESTMENT PROGRAM - 2023 FIRESMART COMMUNITY FUNDING AND
 SUPPORTS GRANT APPLICATION

Reviewed by:			
Manager	X – R. Michael	CFO/Finance	X - T. Perreault X - A. Taylor
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Purchasing/Risk	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – September 22, 2022

AUTHOR: Matt Treit, Manager, Protective Services

SUBJECT: COMMUNITY RESILIENCY INVESTMENT PROGRAM - 2023 FireSmart Community Funding and Supports Grant Application

RECOMMENDATION(S)

THAT the report titled Community Resiliency Investment Program - 2023 FireSmart Community Funding and Supports Grant Application be received for information;

AND THAT a grant application of up to \$750,000 for Community Resiliency Investment Program - 2023 FireSmart Community Funding and Supports be submitted to the Union of British Columbia Municipalities on behalf of the Sunshine Coast Regional District;

AND THAT the Sunshine Coast Regional District supports the project and is willing to provide overall grant management.

AND FURTHER THAT requests for resolutions of support be forwarded to the Town of Gibsons, District of Sechelt and Sechelt Indian Government District.

BACKGROUND

The Community Resiliency Investment (CRI) program was announced by the provincial government in 2018 and is intended to reduce the risk of wildfires and mitigate their impacts on BC communities. The FireSmart Community Funding and Supports program provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire. Funding is provided by the Province of BC and is administered by the Union of British Columbia Municipalities (UBCM).

The program is structured to fund FireSmart activities in communities throughout BC. Many of the eligible program activities are prescribed through, e.g. set job descriptions or specific types of equipment.

Base funding is scaled to offer eligible applicants with lower risk of wildfire, generally demonstrated by Wildland Urban Interface (WUI) Risk Class 4 and 5, to apply for up to \$100,000 per application and applicants with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, to apply for up to \$200,000 per application. The Egmont area in the SCRD is classified as higher risk, whereas all other areas in the Sunshine Coast are lower risk.

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum base funding

would be calculated by the number of eligible applicants included in the application and the associated risk class of each.

Applications from regional districts may exceed the base funding maximum in order to fund FireSmart activities only in one or more electoral areas. An additional \$50,000 is available for each electoral area.

100% funding of up to a maximum amount of \$750,000 is available to the Sunshine Coast Regional District (SCRD) for a regional application, including the additional base funding for FireSmart activities in the electoral areas.

DISCUSSION

An application for this project is prepared to seek funding to enhance the SCRD wildfire preparedness and prevention. A resolution of Board support is required to accompany the grant application.

A resolution of support is needed as a next step.

Project: SCRD FireSmart Team and Structure Protection Equipment

The SCRD emergency program is constantly adjusting to be better prepared to prevent and respond to wildland urban interface fires. This application seeks to enhance the resiliency of the SCRD emergency program by hiring a dedicated FireSmart team and purchasing structure protection equipment.

The approach proposed here is a coordinated strategy involving all four local governments and six fire departments on the lower Sunshine Coast. The specific activities to be undertaken would align directly with the [SCRD Community Wildfire Protection Plan](#).

The proposed approach is to have a regional FireSmart team, broken down into geographical areas of responsibility to ensure the greatest coverage within the Sunshine Coast Regional District, including electoral areas (and islands therein), local Municipalities and First Nations. It is a requirement to have a FireSmart position to be eligible to apply for 2024 funding.

The FireSmart team request is to include:

- FireSmart Coordinator – 1.0 FTE
 - This position is responsible for the coordination of FireSmart-related activities.
- Wildfire Mitigation Specialist - .5 FTE
 - This position is responsible for the facilitation of the FireSmart Home Assessment Program
- Local FireSmart Representative – 2.5 FTE
 - This position is responsible for implementing FireSmart initiatives, which could include property assessments, workshops and other capacity-building activities.
- FireSmart Crew Member - .5 FTE
 - This position is a labourer/operations role responsible for supporting FireSmart activities.

These positions would be grant-funded roles for which continuance would depend on Board direction and could be tied to future grant success. Notionally they would be a combination of remote and community-based. Co-location with fire departments or allied divisions (such as SCEP or Planning) would be explored.

Equipment requests include:

- Assess, inventory and purchase FireSmart structure protection equipment
 - Phase 1 of 4: the FireSmart program recommends that in this phase applicants commit to completion of a FireSmart Structure Protection Trailer. Phase 1 was designed to ensure that a community would have a functional set of structure protection equipment while they build their overall structure protection program. Subsequent phases are also eligible for grant funding in future years. This is a standard/program-prescribed approach.

Additional eligible activities/funding requests include:

- FireSmart training courses
- FireSmart community events
- Advertising costs
- Transportation
 - Leased vehicle for FireSmart team
 - Provisions for water taxi to provide planning, assessment and awareness services to local islands

Organizational and Intergovernmental Implications

Staff recommend applying for this program at this time because:

- An application will build on existing Board direction set through the Community Wildfire Protection Plan and current FireSmart activities
- Action at this time can set SCRD up to implement activities prior to 2023 wildfire risk period and during seasons of heightened community interest
- There may be more organizational capacity for hiring and purchasing during Q1 than during Q2 2023

The proposed activities (and indeed many of the actions directed by the Community Wildfire Protection Plan) can be considered an increase in service level. Grant-funded service level increases can create citizen expectations for continuity beyond the end of the grant, creating future pressure on SCRD. This risk can be managed somewhat through program communications. A positive consideration is that program activities can have a lasting impact and once completed don't necessarily need to be repeated.

The activities proposed in this grant application will create a demand for SCRD support services such as Human Resources, Purchasing and Communications.

Financial Implications

Although there is strong alignment with the Community Wildfire Protection Plan, the SCRD Strategic Plan, and the Hazard, Risk and Vulnerability Analysis, this project, specifically, is not currently in the Financial Plan. The project will be included as part the 2023 Pre- Budget Process with the hopes that notice of award will be provided to inform the funding of the project.

Through carefully coordinated planning with SCRD Finance and Human Resources and partnering jurisdictions, this grant is expected to cover 100% of the eligible costs associated with the proposed project. Grant funds would be issued to the SCRD and managed as part of the regional emergency program. A future financial plan amendment may be required to accept the grant, if approved.

The application guide also states that: “Applicants will be eligible to apply for future funding after two years from the date of the approval agreement or after the complete final report is submitted”.

Timeline for next steps or estimated completion date

The open application for the FireSmart Community Funding and Supports grant commences on October 1, 2022. An application for the grant is prepared to be submitted, pending Board approval. The results of the FireSmart Community Funding and Supports grant application are expected approximately 90 days from the submission of that grant application. The application guide indicates that applications will be accepted until December of 2023 or “until such time that funds are no longer available”.

A certified Board Resolution is needed in support of the application that includes confirmation of support for the current proposed activities and a willingness to provide overall grant management. Letters of support are also required from the Town of Gibsons, District of Sechelt and Sechelt Indian Government District to be eligible for the regional application.

Discussions have started with our regional partners, however more discussion is required to confirm a detailed project scope and budget. Additional engagement will also be required with the shíshálh Nation, Skwxwú7mesh Nation and Islands Trust to ensure a successful program.

Pending Board support, staff would submit a complete application with supporting resolutions in Q4 2022.

Approval to apply is being sought now based on strategic timing factors. Future Board decisions to accept funding if approved and to incorporate the project into the financial plan.

Communications Strategy

To qualify for funding, applicants must demonstrate their level of engagement with a British Columbia Wildfire Service (BCWS) Wildfire Prevention Officer/Prevention Specialist.

Resolutions of support from partnering jurisdictions are required.

STRATEGIC PLAN AND RELATED POLICIES

This grant application is consistent with the SCRD Financial Sustainability Plan: Seeking alternative funding for SCRD projects.

This grant application is also consistent with the SCRD Strategic Plan: Develop and implement adaptation strategies and measures including emergency plans, for priority risk areas.

CONCLUSION

An application to the Community Resiliency Investment Program is recommended to be prepared, seeking funding for FireSmart Community Funding and Supports. The application for grant funding of up to \$750,000 requires a Board resolution of support and resolutions of support from partners.

Reviewed by:			
Manager	X – M. Treit	CFO/Finance	X - T. Perreault
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Acting Purchasing	X -V. Schilling
		GDVFD Fire Chief	X – R. Michael

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Matt Treit, Manager, Protective Services

SUBJECT: FIRE TRUCK TRANSFER TO EGMONT AND DISTRICT FIRE PROTECTION

RECOMMENDATION(S)

- (1) THAT the report titled Fire Truck Transfer to Egmont and District Fire Protection be received for information;**
 - (2) AND THAT Egmont and District Fire Protection [218] be approved to receive an internal vehicle transfer (Unit 371) from Gibsons and District Volunteer Fire Department [210];**
 - (3) AND THAT \$10,000 be approved from operating reserves to transfer between functions for the fair market value of the vehicle;**
 - (4) AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.**
-

BACKGROUND

In late 2021 the Gibsons and District Volunteer Fire Department (GDVFD) replaced the Department's initial attack fire apparatus. With the new vehicle fully in service, the GDVFD has evaluated disposal options for the prior apparatus, which has an estimated fair market value of \$10,000. One option that has local / regional value is an asset transfer to the Egmont and District Volunteer Fire Department.

An asset transfer between services requires that the receiving service pay fair market value to the supplying service.

The scenario/analysis related to this issue was not ready in time for the annual budget process.

This report seeks a decision on asset transfer and required funding.

DISCUSSION

The GDVFD has no further use for the older initial attack vehicle and disposal is the next reasonable step for this asset. The vehicle, although older and retired from service in Gibsons, is in better condition than an existing apparatus currently in service in Egmont. The vehicle has been consistently and professionally maintained by Sunshine Coast Regional District (SCRD) Fleet services.

If the transfer is approved, the older unit in Egmont would be replaced with the newer retired vehicle from Gibsons. Once the transfer is complete, the Egmont Fire Department can facilitate the asset disposal of their older unit, anticipated to partly offset the cost of the proposed transfer. The existing older unit in Egmont has an estimated value of \$2,500.

If the decision is made not to complete this transfer, GDVFD would proceed with external asset disposal following SCRD policy. Sale proceeds would be placed in GDVFD reserves.

Financial Implications

The vehicle that is being replaced is not currently considered to be funded for replacement through the Capital Plan funding. It was understood that this vehicle was supplemental to the base level of service for this function.

The transfer can delay a new purchase/replacement for apparatus in Egmont.

The current uncommitted operating reserve balance for the Egmont and District Fire Department is \$216,552.

Timeline for next steps or estimated completion date

Transfer and commissioning would follow Board decision and the unit would be in service in approximately 60-90 days.

STRATEGIC PLAN AND RELATED POLICIES

This proposal is consistent with the SCRD Strategic Plan: Develop and implement adaptation strategies and measures including emergency plans, for priority risk areas, and aligns with Asset Stewardship (2.2) goals.

CONCLUSION

This report recommends approval of the asset transfer and inclusion in the Five Year (2023-2027) Financial Plan.

Reviewed by:			
Manager	X – R. Michael	Finance	
GM	X – I. Hall	Legislative	
CAO		Purchasing & Risk	X- V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Valerie Cropp – Manager, Purchasing and Risk Management

SUBJECT: Contracts Between \$50,000 and \$100,000 From January 1, 2023 to March 31, 2023

RECOMMENDATION

THAT the report titled Contracts between \$50,000 and \$100,000 from January 1, 2023 to March 31, 2023 be received for information.

BACKGROUND

The Sunshine Coast Regional District's (SCRD) Delegation Bylaw No. 710 directs staff to provide the Committee with a quarterly report of all new contracts entered into that fall between \$50,000 and \$100,000.

This report includes vendor, purpose, function, amount and the authoritative budget.

DISCUSSION

A total of 112 contracts/purchase orders were issued during the time period January 1, 2023 to March 31, 2023 with 6 valued between \$50,000 and \$100,000.

	Supplier	Account Code	Awarded	Budget
1.	KN Fall Protection Services Ltd	613 – Community Recreation – Facility Operations	\$56,485.00	Capital
	2261315 Fall Arrest System Upgrades			
2.	Alumichem Canada Inc	370 – Regional Water Services	\$60,450.00	Operating
	Supply and Delivery for Isopack			
3.	South Coast Ford Sales	370 – Regional Water Services	\$62,170.00	Capital
	Supply and Delivery of Vehicle			
4.	Sunshine Coast GM	370 – Regional Water Services	\$62,623.22	Capital
	Supply and Delivery of Vehicle			
5.	Herold Engineering Ltd	345 – Ports Services	\$67,725.00	Operating
	2234501 Ports Major Inspections			
6.	Ram Mechanical Ltd	613 – Community Recreation – Facility Operations	\$95,000.00	Capital
	2261317 Domestic Hot Water Distribution System			

STRATEGIC PLAN AND RELATED POLICIES

The disclosure of Contract Awards aligns with the Board's Purchasing Policy and Delegation Bylaw.

CONCLUSION

SCRD Delegation Bylaw No. 710 requires that a report be provided quarterly to Committee on contracts between \$50,000 and \$100,000.

Reviewed by:			
Manager		Finance	X - T. Perreault
GM		Legislative	
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – April 27, 2023

AUTHOR: Michelle Goetz, Accounts Payable Technician

SUBJECT: DIRECTOR CONSTITUENCY AND TRAVEL EXPENSES FOR PERIOD ENDING MARCH 31, 2023

RECOMMENDATION

THAT the report titled Director Constituency and Travel Expenses for Period Ending March 31, 2023 be received for information.

BACKGROUND

The 2023 Financial Plan for line items Legislative Services Constituency Expenses and UBCM/AVICC Constituency Expenses provide a combined budget of \$20,300. The applicable policy provides a maximum \$2,500 allowance per Director from Legislative Services [110] and an additional \$1,000 for Electoral Area Directors from UBCM/AVICC [130] for the expense of running an elected official office. Based on historical use, the amount budgeted is less than the amount available under the policy.

Travel expenses budgeted within Legislative Services and UBCM/AVICC – Electoral Area Services total \$34,544 for mileage, meals, hotel and other various charges associated with travelling or attending conferences on Sunshine Coast Regional District (SCRD) business, as outlined under the applicable Board policy.

DISCUSSION

The total amount posted to Constituency Expenses for the three month period ending March 31, 2023 is \$1,727 leaving a remaining budget of \$18,573.

The total amount posted to Legislative and UBCM/AVICC Travel Expenses is \$4,551 leaving a remaining budget of \$29,993.

Figures are based on expense reports submitted up to April 12, 2023 for the three month period ended December 31, 2023 and a breakdown by Electoral Area is provided below.

Electoral Area	Constituency Expense	Travel Expense (Excluding GST)
Area A – Leonard Lee	\$321	\$2,870
Area B – Justine Gabias	439	235
Area D – Kelly Backs	290	155
Area E – Donna McMahon	229	617
Area F – Kate-Louise Stamford	224	270
DOS – John Henderson	-	-
DOS – Alton Toth	224	128
TOG – Silas White	-	276
sNGD – Philip Paul	-	-
YTD Totals	\$ 1,727	\$ 4,551

STRATEGIC PLAN AND RELATED POLICIES

Applicable Board policies:

- 5-1800-1 - Reimbursement of Travel and Other Expenses
- 5-1800-2 - Constituency Expenses

An amended *Reimbursement of Travel and Other Expenses* policy was approved by the Board on October 14, 2021.

An amended *Constituency Expenses* policy was approved by the Board on February 9, 2023.

CONCLUSION

The 2023 Financial Plan for Constituency Expenses and Travel Expenses provides a total budget of \$54,844. For the period ending March 31, 2023, the total amount posted to Constituency and Electoral Expenses is \$6,278 leaving a remaining budget of \$48,566.

Reviewed by:			
Manager		Finance	X – B. Wing
GM		Legislative	
CAO	X - D. McKinley	Other	

March 24, 2023

Dear Mayor and Chief Administrative Officer,

In a spirit of continued partnership with the provincial government to address the issue of housing, which is pressing in so many of our member communities both rural and urban, we are writing to convey a voluntary request on behalf of the Ministry of Housing. The Ministry is seeking your assistance with respect to documenting potential municipal land for housing as the Province rolls out and implements its refreshed housing strategy in the coming months and years.

The provincial government is currently undertaking an inventory of provincial lands that could potentially be used for the creation of affordable housing of all sorts: co-ops, non-profits, affordable home ownership and other opportunities to get more people into housing they can afford.

At the same time, the Ministry of Housing would like to invite willing local governments to provide a list of municipally owned land that could potentially be used for housing. This can include bare land. And they are also encouraging local governments to think ahead for the next five to ten years: in addition to potential bare land, is there a community centre, library, firehall or other municipal infrastructure that you plan to build or rebuild where, through partnership, housing could be part of the development or redevelopment?

Providing a list to the Ministry creates no obligation on behalf of the Province or the local government to take any further action. The purpose at this point is to get a sense of public land available for housing and understand which municipalities might be interested down the road in partnerships to create more housing in their communities. All information shared with the Province will be kept confidential.

To make it simple, the Ministry is providing an example (see Appendix A) of the kind of information they are seeking. All that is being requested at this point, as per the Appendix, is a simple description of the lot or lots and any maps or information easily available to share.

Please submit any information you wish to share in confidence with the Ministry by July 31st 2023 by email to housing.policy@gov.bc.ca

In Minister Kahlon's words, "The Province and local governments have been working together to address the housing crisis and together we've had success. In 2017, our government committed \$7 billion to get housing built for people and today we see new affordable housing opening in communities across the province. Yet still with a strong economy and high quality of life, our province, and your communities, continue to grow. That's why in budget 2023 our government is

committing another \$4.2 billion to continue to work with you to build housing that working people, families and seniors can afford, so they can make a good life and have a good home in your cities and towns.”

Sincerely,

A handwritten signature in dark ink, appearing to read "JCFord". The letters are cursive and fluid, with the "J" and "C" being particularly prominent.

Jen Ford
UBCM President

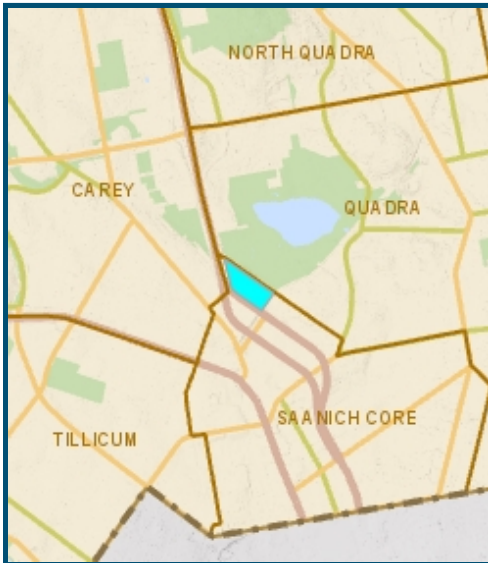
APPENDIX A

770 Vernon Avenue (C-4 Office and Apartment Zoned) 366,775 sq ft. This property houses the District of Saanich Municipal Hall, Fire Station and Police Station, which would all need to be incorporated into a redeveloped building on the site (unless suitable alternate location(s) are found).



District of Saanich Property Information Report

Report generated 3/14/2023 2:01:10 PM



Property location within District of Saanich



Property Map

770 VERNON AVE

Property Information

Folio: 65-2046-999

PID: 004-317-211

Status: ACTIVE

Property Number: 114568

LTO Number: EM6832

Legal: LOT A SECTION 33 VICTORIA DISTRICT PLAN 14934 EXCEPT PLAN 33545 AND PT IN 803RW.

Land Attributes

Exemption/ Taxation Code:

SAANICH OWNED PROPERTY

School District:

SCHOOL DISTRICT 61

BCAA Lot Size:

366775 SQUARE FEET

BCAA Manual Class:

WAREHOUSE - STORAGE

BCAA Neighbourhood Code:

SWAN LAKE/CREASE-CADILLAC

Development Cost Charge Area:

Municipal Parks DCC Area:

Year Built:

1962

Zoning:

C-4 OFFICE AND APARTMENT

Local Area:

SAANICH CORE

Development Permit Area:

SAANICH CORE

Property Tax Levies and Assessments Summary

Notice Date	Total Levy	Class	Gross Land	Gross Improvement	Gross Assessment	Net Assessment
May 11, 2022	0.00	6-Bus/Other	41,627,000	175,000	41,802,000	0
May 11, 2021	0.00	6-Bus/Other	36,423,000	179,000	36,602,000	0

Property Activity

Building Permits: (any)	YES
Engineering Permits: (any)	YES
Active Tree Permits:	NO
Active Development Applications:	NO
Active Business License:	NO
Active Bylaw Calls:	NO
Covenants on File With Saanich:	NO

It is the responsibility of the client to confirm through a title search at the Land Title Office whether there are covenants or other charges on title. A YES or NO in this field only indicates that the District of Saanich does or does not have a copy of a covenant on file.

If you require additional information, call 250-475-5457 (Inspection Enquiries).

Local Service / Business Improvement Areas

There is no additional information.

Additional Comments

Category	Date	Details
PLANNING	Dec 19, 2011	STREAMSIDE DP AREA
PLANNING	Jul 29, 2003	DEVELOPMENT PERMIT NUMBER DPR2003-00001 proposed construction of a single storey addition for vehicle maintenance bays, with basement, at the north end of the existing municipal fire hall.
PLANNING	Jul 29, 2003	VARIANCE PERMIT DVP97-00007; DVP93-00008 DVP99-00007
PLANNING	Mar 29, 2007	CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS
PLANNING	Sep 02, 2008	CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS
PLANNING	Sep 02, 2008	DEVELOPMENT PERMIT NUMBER DPR2003-00001 - PROPOSED CONSTRUCTION OF A SINGLE STOREY ADDITION FOR VEHICLE MAINTENANCE BAYS, WITH BASEMENT, AT THE NORTH END OF THE EXISTING MUNICIPAL FIRE HALL
PLANNING	Sep 02, 2008	VARIANCE PERMIT DVP97-00007 DVP93-00008 DVP99-00007