



COMMITTEE OF THE WHOLE

Thursday, February 9, 2023

TO BE HELD

IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.
AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda Pages 1-2

PRESENTATIONS AND DELEGATIONS

REPORTS

2. Corporate Carbon Neutrality Plan Annex A
pp. 3-5
Manager, Sustainable Development
(Voting – All Directors)
3. Hillside Business Planning (Proposal for R2 2023 Budget
Process) Annex B
pp. 28-31
General Manager, Planning and Development
(Voting – All Directors)
4. SCRD Partnership Agreement with Coast Mountain Bike Trails
Association (CMBTA) for Sprockids Park Annex C
pp. 32-35
Parks Planning and Community Development Coordinator
(Voting – A, B, D, E, and F)
5. Emergency Flood Recovery – Parks Projects Update Annex D
pp. 36-42
Manager, Parks Services
Manager, Protective Services
(Voting – A, B, D, E, and F)
6. School District No. 46 Request for Sunshine Coast Regional
District Support-in-Principle of a Long-Term Park Land Lease Annex E
pp. 43-52
Manager, Parks Services
Manager, Planning and Development
(Voting – A, B, D, E, and F)
7. Chapman Water System – Siphons Annex F
pp. 53-55
Manager, Utility Services
Environmental Technician

Regional Water (Voting – A, B, D, E, F, Sechelt)

8. Water Sampling Services - Contract Term Extension
Manager, Utility Services
Regional Water (Voting – A, B, D, E, F, Sechelt)
Annex G
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9. Supply and Delivery of Brass Water Service Fittings Contract
Term Extension
Manager, Utility Services
Regional Water (Voting – A, B, D, E, F, Sechelt)
Annex H
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10. Request for Proposal 2237019 Contract Award for Woodcreek
Park Wastewater Treatment Plant Upgrade Engineering Services
Manager, Capital Projects
(Voting - All Directors)
Annex I
pp. 63-65
11. Infrastructure Services Department - 2022 Q4 Report
General Manager, Infrastructure Services
(Voting – All Directors)
Annex J
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12. Water Advisory Committee (WASAC) Meeting Minutes of January
9, 2023
Regional Water (Voting – A, B, D, E, F, Sechelt)
Annex K
pp. 85-87

COMMUNICATIONS

13. 2022 WildSafeBC Annual Report – Sunshine Coast
(Voting – All Directors)
Annex L
pp. 88-90

NEW BUSINESS**IN CAMERA**

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (e) and (i) of the *Community Charter* - “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality” and “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.”

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Raphael Shay, Manager, Sustainable Development

SUBJECT: CORPORATE CARBON NEUTRALITY PLAN

RECOMMENDATION(S)

- (1) THAT the report titled “Corporate Carbon Neutrality Plan” be received for information;**
- (2) AND THAT the Corporate Carbon Neutrality Plan be adopted.**
-

EXECUTIVE SUMMARY

As part of the goal of swift action on emission reduction, the SCRD’s Strategic Plan includes a strategic priority to achieve carbon neutrality, supported by a tactic of target setting.

SCRD can likely achieve carbon neutrality in 2023 using carbon offsets from composting activities. However, more important are actual GHG emission reductions.

Setting GHG emission reduction targets is a helpful way of outlining a desired path forward. A Corporate Carbon Neutrality Plan (CCNP) can serve as a tool to guide future decision-making. Adopting the CCNP does not commit the Board to specific decisions; adoption of the Plan is a commitment to a process. That process will seek future decisions on policies, and strategic operational decisions. The CCNP commits us to integrated decision-making.

Staff recommend adoption of the CCNP. Adoption will trigger work in the plan to commence, and forthcoming reports will address specific items in the plan.

BACKGROUND

The following recommendation was adopted at the October 28, 2021 Board meeting:

286/21 **Recommendation No. 10** Corporate Carbon Neutrality Framework

THAT the report titled Corporate Carbon Neutrality Framework be received for information;

AND THAT the Corporate Carbon Neutrality Framework be endorsed;

AND THAT a Corporate Carbon Neutrality Plan that includes a timeline for achieving corporate carbon neutrality be developed in 2022;

AND FURTHER THAT existing policies and related documents be reviewed to identify alignment opportunities with Corporate Carbon Neutrality Framework.

The Board-endorsed Corporate Carbon Neutrality Framework (“Framework”) is viewable as part of the October 21, 2021 Planning and Community Development Committee agenda.

This report presents the proposed CCNP (Attachment A) for Committee consideration.

DISCUSSION

Analysis

The proposed CCNP sets a vision of:

The SCRD leads by example on the climate emergency through carbon neutral corporate operations.

The mission statement is:

The Corporate Carbon Neutrality Plan outlines the steps the SCRD will take to integrating the objective of achieving carbon neutrality into all aspects of the SCRD’s operations. The policies, plans, capabilities, and support mechanisms needed are in place to facilitate the transition to corporate carbon neutrality.

The Plan outlines a five-year work plan structured around 19 actions in 6 categories to support the reduction of SCRD’s corporate greenhouse gas emissions.

The CCNP is a process rather than a detailed, prescribed path. There are several decision points in the coming years that will require greater analysis. Additionally, the context within which the Plan exists is rapidly evolving. Areas of change include elements such as agreements and mandates at various levels of government as well as technologies. This approach is designed to be resilient and integrated into existing organizational processes.

Board direction on corporate emission reduction target setting and formalization of targets will be required in the near term to support implementation of the Plan. Staff will bring forward a report on this topic for decision.

Organization Implications

The CCNP was developed in consultation with staff through various broad engagement tactics and targeted interviews that informed an iterative development. Each iteration involved greater action refinement and evaluating organizational congruence and implications.

Success of the Corporate Carbon Neutrality Plan depends on the integration of climate considerations into decision making, and in some cases, resourcing specific initiatives (e.g. a future Fleet plan). Once implemented and supported with policy, the CCNP will support the weighing of emission creation/reduction as part of key decisions such as when major equipment is slated for replacement, or as part of capital plan updates. The Board will have more/better information and the ability to track progress against a target as part of decision-making. The scope of implications of the CCNP on operations, planning, and procedures cannot be easily defined. In some cases, it may require greater resources while in other cases, it may reduce the costs or number of projects being undertaken.

Financial Implications

The exact financial implications of the CCNP are not defined since the CCNP proposes a process that will have several subsequent decision points in the future.

The costs of action as part of future processes/decision-making needs to be balanced against the costs of inaction. For context, the 2021 weather extremes of fire, heat dome, and atmospheric river are estimated to have cost the BC economy between \$10.6 billion and \$17.1 billion.¹ Lives were lost in these emergencies and disasters.

Timeline for Implementation / Next Steps

Staff will integrate any Committee direction provided into an updated final copy of the Corporate Carbon Neutrality Plan for the Board's consideration.

Work to confirm/formalize carbon neutrality will be undertaken in 2023 with a report back to a future Committee.

Once the Plan is adopted, reports on key actions will be prepared beginning with a report on target setting and formalization. This report could be prepared before the end of Q2 2023.

STRATEGIC PLAN AND RELATED POLICIES

The proposed Corporate Carbon Neutrality Plan supports the Strategic Plan focus area of Community Resilience and Climate Change Adaptation. Specifically, Strategy 4.3 of achieving corporate carbon neutrality.

CONCLUSION

This report presents the Corporate Carbon Neutrality Plan. This responds to the directive to develop a plan following adoption of the Corporate Carbon Neutrality Framework. In the short term, the SCRD can be carbon neutral with the use of offsets from composting programs. The plan proposes establishes GHG emission reduction targets to guide integrated decision making and outlines a process that the SCRD can take to reduce its emissions.

ATTACHMENTS

Attachment A: Corporate Carbon Neutrality Plan 2023 - 2027 – Draft

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

¹ A Climate Reckoning. The economic costs of BC's extreme weather in 2021. 2022. Canadian Centre for Policy Alternatives. Retrieved from: <https://policyalternatives.ca/climate-reckoning>

Corporate Carbon Neutrality Plan 2023-2027

Sunshine Coast Regional District
January 2023



Image: Sechelt Aquatic Centre
Solar Thermal System

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1. Introduction

This Plan articulates the steps the Sunshine Coast Regional District (SCRD) will take to become carbon neutral and reduce greenhouse gas emissions.

Tackling greenhouse gas (GHG) emissions is of critical importance and must be done quickly. A certain magnitude of climate change has already been locked into the next decades. However, drastically reducing GHG emissions by 2030 and achieving net negative emissions by 2050 is seen as a potential path to avoiding unstoppable climate change and achieve the legally binding Paris Agreement target of keeping warming to 2°C and preferably 1.5°C.

“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.”

– SCRD 2019-2023 Strategic Plan

Eliminating GHG emissions is a significant challenge that requires systemic change. The SCRD must undertake this challenge in the context of serving a growing community.

There are several questions that this plan does not answer. This plan is a process that will support integrated decision making at the multiple decision gates that lie ahead.

The Corporate Carbon Neutrality Plan (CCNP) includes measures organized in six categories.

1. Accountability Mechanisms and Carbon Neutrality
2. Buildings
3. Fleet & Equipment
4. Contractors
5. Supporting Each Other
6. Emissions beyond traditional services

The CCNP was developed in consultation with staff. It included a Leadership Session presentation, six open discussion spaces, targeted interviews, and an internal/technical LetsTalk.SCRD.ca engagement space with information videos and an idea board.

From this, an initial draft of actions was created and was used during further targeted engagement with affected stakeholders for greater action refinement and organizational congruence.

2. Benefits of carbon neutrality

The Paris Agreement has the goal of “holding the increase in the global average temperature to well below 2°C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5°C above pre-industrial levels, recognizing that this would significantly reduce the risks and impacts of climate change”. The world can expect severe disruptions to socio-ecological systems that will require adaptation but it is believed that at 1.5°C, adaptive capacity of most societies will not be exceeded. The likelihood of exceeding threshold events that unlock positive feedback mechanisms and exacerbate unstoppable climate change rises significantly past 1.5°C.

A certain level of climate change has been locked-in over the next decades. The costs of inaction on climate will increase beyond what our community has already witnessed. The 2021 weather extremes of fire, heat dome, and atmospheric river are estimated to have cost the BC economy alone between \$10.6 billion and \$17.1 billion.¹ Reducing emissions quickly and leading by example will mitigate future climate adaptation costs and increase feasibility of adaptation measures.

Reducing emissions means many aspects of the organization will change. Change is an opportunity to foster something better. To do this, equity will be a primary lens through which actions are evaluated. Co-benefits can also be numerous. For example, online meetings have eliminated unproductive, costly, and emissions intensive travel.

3. Corporate carbon neutrality framework

At the October 28, 2021 Board meeting, Recommendation 10 was adopted stating:

THAT the report titled Corporate Carbon Neutrality Framework be received for information;

AND THAT the Corporate Carbon Neutrality Framework be endorsed;

AND THAT a Corporate Carbon Neutrality Plan that includes a timeline for achieving corporate carbon neutrality be developed in 2022;

AND FURTHER THAT existing policies and related documents be reviewed to identify alignment opportunities with Corporate Carbon Neutrality Framework.

The Corporate Carbon Neutrality Framework (Framework) can be viewed as part of the October 21, 2022 Planning & Community Development Committee agenda and includes the following:

3.1 Guiding principles

Climate Emergency: A certain magnitude of climate change has been locked in for the next decades and will cause significant socio-ecological disruptions. The only path to not exceeding the safety threshold set in the Paris Agreement is a deep reduction of greenhouse gas emissions achieving carbon neutrality by 2050. Net-negative emissions, where greenhouse gases are taken from the atmosphere and stored in artificial or natural systems, are also required for decades after that. This requires everyone

Differentiated Responsibility: Enshrined in the legal Paris Agreement, this principle states that developed nations have a greater responsibility to phase out emissions quickly as they have benefited from historical emissions. Developed nations also must support developing nations leapfrog carbon intensive development. Applying this principle has led many to conclude developed nations should eliminate most emissions by 2030.

Value-added: The SCRD policies and processes in place to enable its operations. Actions required to achieve carbon neutrality should integrate into existing elements as much as possible rather than adding new layers. The Sustainable Development Division strives to support ongoing operations and projects by increasing capacity and empowering others to act.

¹ A Climate Reckoning. The economic costs of BC's extreme weather in 2021. 2022. Canadian Centre for Policy Alternatives. Retrieved from: <https://policyalternatives.ca/climate-reckoning>

Balance and Impact: Choices on focus areas will be made to maximize impact for climate action and social equity. Actions with the highest leverage will be prioritized. Balance will be sought between long term planning and quick wins.

Change Management: Humans have evolved to be resistant to change because change brings risk. But the science is clear that change is happening and being pro-active will enable greater agency in what the change looks like. Change is as much about what we choose to stop doing as what we choose to do. The Sustainable Development Division will increase awareness of the need for change, a desire to support change, knowledge of how to change, ability to demonstrate skills and behaviors, and reinforce the changes required to achieve carbon neutrality. A change management plan will be used to measure progress.

3.2 Vision & mission statements

A vision statement describes what the Corporate Carbon Neutrality Framework will achieve. The vision is:

The SCRD leads by example on the climate emergency through carbon neutral corporate operations.

A mission statement describes the purpose and intention of the Corporate Carbon Neutrality Framework. The mission statement is:

The Corporate Carbon Neutrality Plan outlines the steps the SCRD will take to integrating the objective of achieving carbon neutrality into all aspects of the SCRD's operations. The policies, plans, capabilities, and support mechanisms needed are in place to facilitate the transition to corporate carbon neutrality.

4. Current GHG emissions

The Regional District emits approximately 1,200 tonnes of carbon dioxide equivalent (CO₂e) a year. A yearly breakdown can be seen in Figure 1.

The Regional District's goal is to become carbon neutral in its corporate activities as defined by the Traditional Services Inventory. Using Traditional Services that local governments generally deliver in the Province of British Columbia enables comparisons and a focus on areas of control. There are other areas where actions can be taken within the scope of the Corporate Carbon Neutrality Plan (see category 6), however, these will be beyond the GHG emissions accounting scope.

Table 1: Traditional Services Accounting Boundary

What's in the GHG Accounting Boundary	What's out but still under SCR D's direct influence
Administration and governance	Staff commuting
Drinking and wastewater	Landfill (Federal reporting)
Solid waste and organics collection	Recycling (Recycle BC)
Arts, recreation and cultural services	Transit (BC Transit)
Fire protection	Wastewater process emissions
Contractors	Sport Field Fertilizers
	Embedded carbon
	Other Scope 3 emissions

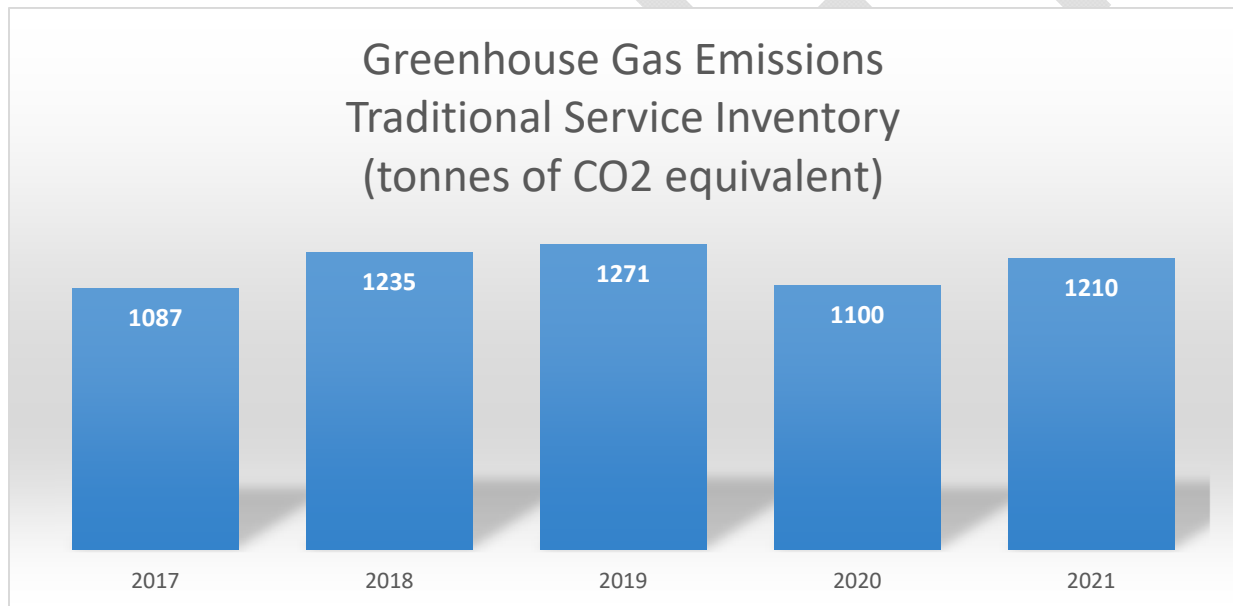


Figure 1: SCR D Corporate GHG Emissions

The drop in 2020 emissions is associated with the pandemic-related closure of the recreation centres and a drop in vehicle usage. Emissions are rebounding as pandemic restrictions are phased out.

Figure 2 outlines emissions by energy type. The spike in March comes from Fortis BC estimating natural gas consumption at the Sunshine Coast Arena following pandemic closures. When Fortis BC read their meter, a material increase was needed to capture all the natural gas used when the facility reopened several months earlier.

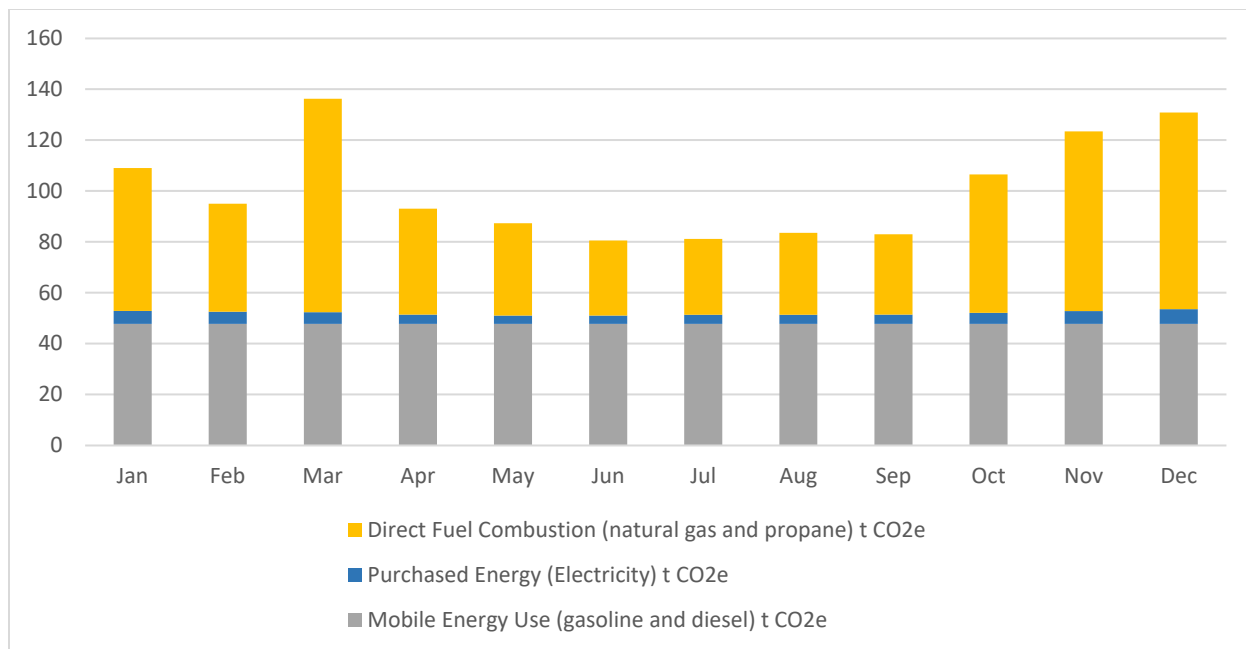


Figure 2. Greenhouse gas emissions by energy type – 2021 emissions data

5. Plan relationship to other divisions

The Corporate Carbon Neutrality Plan links to every other division in the organization. Some divisions, such as Utilities which own several vehicles or Recreation with the recreation centres, are more impacted than others. Some key elements of the SCR D that relate to the CCNP are outlined in figure 3.

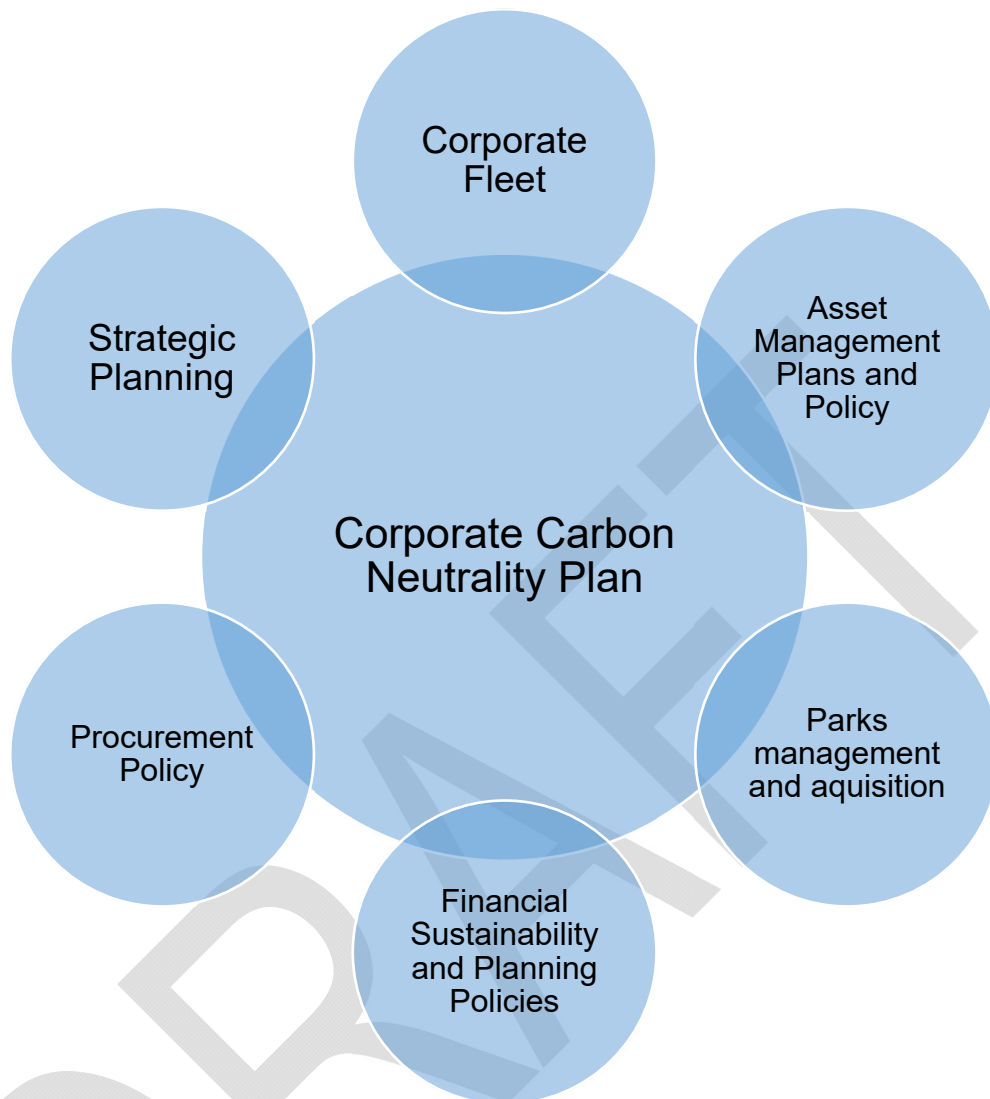


Figure 2. CCNP links to organization

6. Measures

The CCNP includes 19 actions organized in the six following categories.

1. Accountability Mechanisms and Carbon Neutrality
2. Buildings
3. Fleet & Equipment
4. Contractors
5. Supporting Each Other
6. Out of Boundary Emissions

7. Accountability mechanisms and carbon neutrality

Achieving carbon neutrality has many implications and drivers. It requires a variety of mechanisms to help direct SCRD planning and operations in this direction. The primary actions recommended to assist the SCRD in progressing towards Carbon Neutrality are described in detail in this section.

7.1 Quantify SCRD generated carbon offsets to offset sticky GHG emissions

The Regional District has opportunities to quantify carbon offsets for ongoing projects as well as generate new carbon offsets. Some of these offset projects have been implemented, such as the curbside organics collection and the green waste depots. Others are opportunities that may present themselves in operations and development, such as landfill gas oxidation or avoided deforestation in new park dedications. When sufficiently large, carbon offsets can be quantified using provincially approved methodologies.

Upon preliminary analysis, it appears that the curbside organics collection and green waste depots create sufficient GHG carbon offsets to offset all SCRD corporate emissions. These offsets will be quantified defensibly with the support of a specialized consultant. They will be used to offset SCRD emissions to achieve carbon neutrality.

Offsets that are not used one year can be carried forward to the next year. These will be needed for the emissions that the SCRD cannot easily eliminate. While many of the SCRD's emissions can be eliminated by fuel switching from fossil fuels to electricity, BC Hydro electricity is not entirely renewable and does emit some GHG emissions. Additionally, some more specialized or newer pieces of equipment may be harder to electrify (such as firetrucks, barbecues or natural gas radiant heating tubes). Therefore, the SCRD will require the use of carbon offsets to achieve carbon neutrality in the medium term.

It is also possible to purchase carbon offsets but staff have opted to recommend focusing resources on reducing emissions at the SCRD.

7.2 Set greenhouse gas emissions targets

A target outlining when corporate carbon neutrality will be achieved guides several of the following actions and informs work plans. It is best practice to set targets based on the best science available as well as set several targets at different year intervals so that progress can be tracked and corrective actions implemented if required.

In 2009, the SCRD passed a resolution that: "the Board adopts a greenhouse gas emissions reduction target of 27 percent relative to 2008 base year emissions by 2018 with respect to its corporate operations." A few years later with the Corporate Energy and Emissions Plan, the SCRD set a target of 7% emission reductions from 2007 level by 2031. Emissions have continued to increase since both targets were set.

Federal^{2,3} and Provincial⁴ targets are approximately a 45% reduction by 2030 and reaching net-zero emissions by 2050 from 2007 levels. However, those targets do not address the principle of differentiated responsibility enshrined in the Paris Agreement where developed nations have a greater historical burden to reduce emissions more quickly than developing nations. A 45% reduction by 2030 also appears to lack the ambition necessary to limit chances of exceeding 1.5°C outlined in the Intergovernmental Panel on Climate Change Sixth Assessment Report⁵ on Mitigation of Climate Change (2022).

As such, many local governments are setting more ambitious targets. Many British Columbian local governments have already achieved corporate carbon neutrality with the help of carbon offsets.

Analysis of target options will be prepared for Board consideration and decision.

7.3 Formalizing targets

Targets can be adopted as formal policy. The SCRD already speaks to reducing GHG emissions in various policies such as the Financial Planning Policy and the Asset Management Policy.

It is recommended that a policy framework be developed to formalize a statement of commitment, adopted targets, and ensure congruence with other existing policies. Operationalizing targets

It is clear a more concerted effort is required given the failed track record to achieve targets. There are several ways of operationalizing GHG targets. At its most simple, it involves including GHG emissions reporting in annual report and budget planning reports.

- Reporting: The SCRD measures corporate GHG emissions from the Traditional Service Inventory as part of the Local Government Climate Action Program (LGCAP)⁶. Annual corporate emissions will be calculated and included in the Annual Report along with total corporate energy costs and total energy use.

Annual corporate-wide reporting provides helpful information but greater granularity is required to inform decision making. Greater division level emissions data will be generated as part of annual reporting.

Reporting will also include brief implementation updates on the actions listed in this plan.

² 2030 Emission Reduction Plan aims for 45% reduction by 2030 from 2005 levels.
<https://www.canada.ca/en/services/environment/weather/climatechange/climate-plan/climate-plan-overview/emissions-reduction-2030.html>

³ Canadian Net-Zero Emissions Accountability Act calls for net zero by 2050 with a revised interim target set every five years. <https://www.canada.ca/en/services/environment/weather/climatechange/climate-plan/net-zero-emissions-2050.html>

⁴ BC's *Climate Change Accountability Act* (2007) calls for a 40% reduction by 2030 from 2007 levels.
<https://www2.gov.bc.ca/gov/content/environment/climate-change/planning-and-action/legislation>

⁵ The Working Group III report on Mitigation of Climate Change outlines a carbon budget of 500 gigatonnes for a 50% chance of stabilizing climate change to 1.5°C of warming and avoiding unstoppable climate change impacts. This carbon budget was being used at a rate of 59 gigatonnes per year in 2019 and increasing at 1.3% per year. (items B1.1 and B1.3). <https://www.ipcc.ch/report/ar6/wg3/>

⁶ Previously emissions were calculated under the Climate Action Revenue Incentive Program (CARIP).

- Climate Lens in project development forms and asset management plans: A climate lens is now being used by federal and provincial granting agencies to review the potential risks and contributions of proposals to emission reduction and resilience. At the SCRD, a climate lens is being integrated into various project gating tools. Departments will continue the integration of a climate lens in budget, project, capital plans, and development approvals.

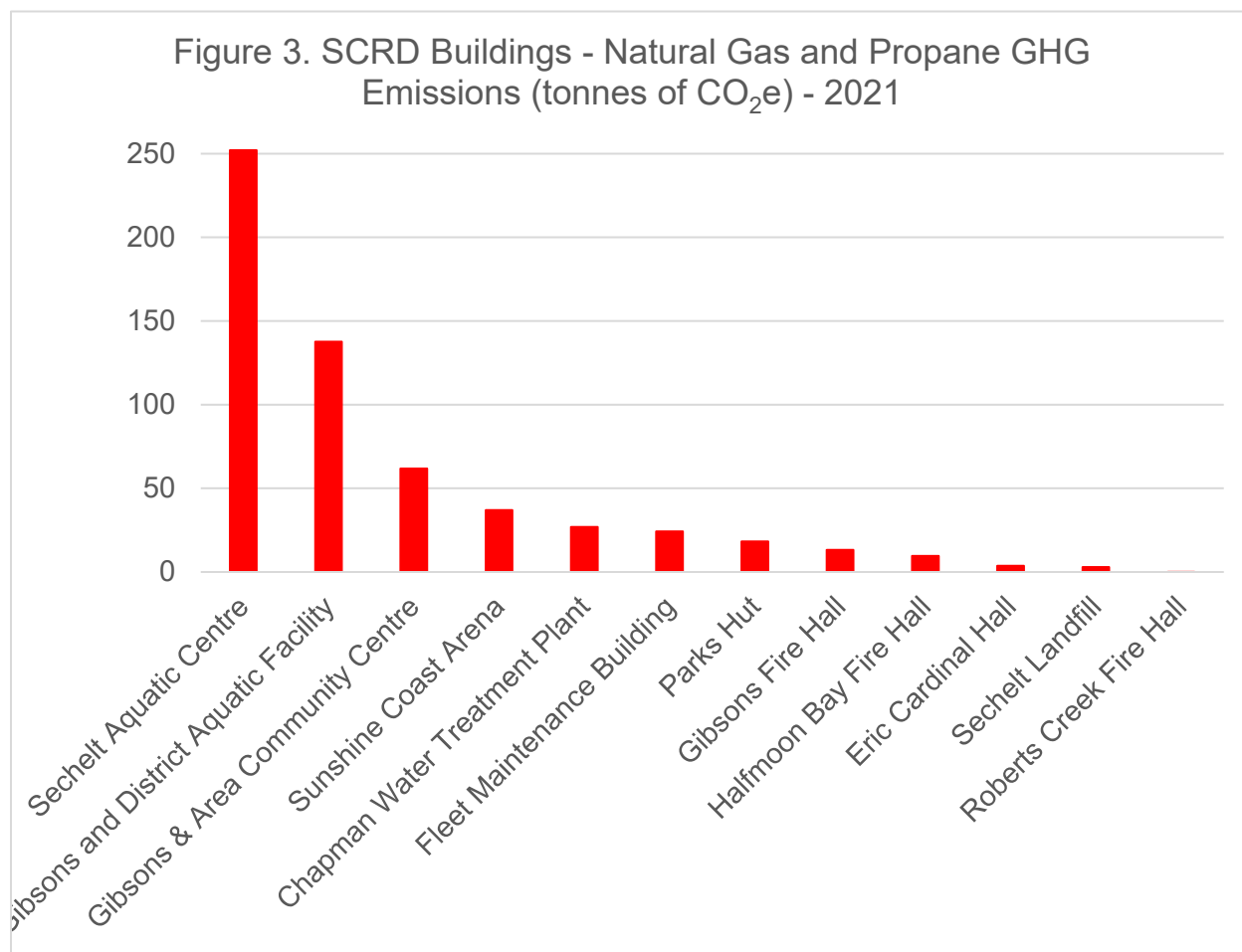
The climate lens will help answer the questions:

- How can this project maximize the reduction of GHG emissions?
- How can this project increase resilience to climate change impacts?
- Climate Budgeting: As the climate lens matures and the SCRD becomes more versed in its use, staff's ability to have more precise GHG quantification will expand.

Some local governments in the world are using climate budgets to inform decision making. Climate budgets calculate the amount of GHG emissions left until targets are reached and quantifies the emissions impacts of budget proposals. Should Board direction be received, learning opportunities will be explored for staff, Board as well as Town of Gibsons, District of Sechelt, and shíshálh Nation Government District.

8. Buildings

Buildings account for 54% of the SCRD's corporate GHG emissions. These predominantly come from 12 facilities that rely on natural gas and propane. Of these, the four recreation centers account for approximately two thirds of building emissions. This section addresses how these emissions will be reduced.



All facilities have capital plans and asset management plans at various levels of sophistication. By integrating decarbonization plans into these asset management plans, the appropriate steps for feasibility, engineering design, grant funding, and financial planning can be taken. Each of these steps will involve decision points as implications become clearer.

The decarbonization steps will involve a multipronged approach that includes:

- Minimize waste
- Improve maintenance and optimization of systems
- Improve efficiency
- Fuel switching from fossil fuels to electricity
- On-site renewable energy generation

8.1 Fuels switching at recreation centres

Engineering consultants are completing feasibility studies to electrify all fossil fuel equipment at the Sechelt Aquatic Centre, Gibsons and Area Community Centre, and the Sunshine Coast Arena. A majority of this equipment is scheduled for replacement prior to 2031 as seen in Appendix A. Results from these studies will be presented to the Board in 2023 for direction on

next steps, which would include detailed engineering design and integration into capital plans and asset management planning.

Both the Sunshine Coast Arena and the Gibsons and District Aquatic Facility are older facilities that require higher level decisions on the expected end of life to justify on-site retrofits.

It should be noted that with current energy prices, operating costs of electrical equipment will be higher than operating costs of natural gas equipment.

8.2 Fuels switching other facilities

The other facilities have fossil fuel using assets at various lifecycle stages. The work of integrating decarbonization steps into capital plans has already begun. Adoption of this plan will help formalize integration of GHG emissions into considerations. In most cases, this can be done by integrating feasibility studies and engineering design work into workplans for the years prior to expected asset end of life.

In a limited number of cases, low-carbon electrification will prove more technically difficult or early retirement of assets may be considered. In these cases, proactive planning and staying abreast of technological best practices in the sector can support the analysis and feasibility studies required to support integrated decision making.

8.3 Energy efficiency

Implementing energy conservation measures is critical to managing costs and reducing the Regional District's ecological footprint. Building owners will develop lists of energy efficiency projects and ideal times for implementation. Review of capital plans will be conducted to identify high energy efficiency opportunities and the need and timing for feasibility studies or detailed engineering design.

Some of these projects may also include nature-based solutions. For example, deciduous trees on southern aspects of buildings have a cooling effect in the summer thanks to their foliage and promote solar gain in the winter when leaves fall. On northern aspects of buildings, coniferous trees can benefit building efficiency.

Some of this work has been undertaken in energy audits of various facilities and recommendations are being incorporated into facility capital plans.

BC Hydro meets the energy needs of British Columbians with mostly renewable energy. However, BC Hydro electricity is not carbon neutral and new generation capacity, which will be needed to meet increasing demand, also carries noteworthy costs. Therefore, conservation and efficiency are important elements of building a sustainable future.

Energy Source	Emissions factor (kg eCO ₂ / kWh)
BC Hydro electricity	0.012
Propane	0.220
Natural Gas	0.186

Table 3 (Emission Factors of Energy Sources¹)

8.4 Renewable energy

BC Hydro's predominantly hydro-electric generation base is vulnerable to longer and dryer summers caused by climate change.⁷ Decentralized renewable energy can support resilience of the electrical system. In some cases, on-site renewable energy can also provide appealing paybacks and energy cost stability. As prices of renewables continue to decrease, the number of SCRD facilities where positive financial impact can be realized increases. This is particularly true for solar photovoltaic, heat pumps, and micro-hydro.

A list of possible renewable energy projects has been developed. It will be regularly updated as part of this plan and proposed timeframes will be evaluated. Many heat pump recommendations are included in historical energy audits. Micro-hydro projects are also at varying stages of engineering design for various sites. Finally, the Sunshine Coast Community Solar Association completed a high level solar assessment of several SCRD sites. A partial summary of these potential projects can be found in Appendix B.

Net Metering:

BC Hydro net metering program is designed to support on-site generation of renewable energy. When excess energy is generated, electricity is fed back into the grid and the site banks those kWh for later use. When demand exceeds on-site generation, grid electricity meets the need and those banked kWh are used. The site bank is reset yearly in the spring, which means excess generation from the summer can be used up in the dark winter months. Solar systems cannot be sized beyond the expected load of a site.

8.5 Minimize carbon footprint of new buildings

The SCRD is contemplating a few new buildings. At this time, they include the Halfmoon Bay Community Hall, Halfmoon Bay Fire Hall, and future work at the Mason Rd Works Yard, which could include a new Parks Building or other reconfiguration. In accordance with the Sustainable Social Procurement section of the Procurement Policy, every opportunity will be taken to minimize the footprint of both the construction, and operation of buildings while avoiding the purchase of fossil fuel using assets.

Formalizing and detailing a consistent approach will be integrated into the proposed Policy Framework. Options for the Board's consideration will include adding elements such as:

- Require new SCRD facilities to be built to the highest Step Code;
- Require facility energy does not come from fossil fuels;
- Require facilities achieve LEED Gold (but certification not necessary);
- quantify GHG emissions of construction and deconstruction to better manage them;
- Consider net positive design principles such as those of nature based solutions, regenerative buildings, and the Architecture 2030 challenge.

⁷ Ministry of Environment and Climate Change Strategy, Preliminary Strategic Climate Risk Assessment for British Columbia, July 2019, <https://www.bcsla.org/sites/default/files/resources/files/climate-change/downloads/Preliminary%20Strategic%20Climate%20Risk%20Assessment%20for%20BC%20-%202019.pdf>

9. Fleet & equipment

Fleet and equipment, excluding transit, accounts for 29% of the SCRD's corporate emissions. There are approximately 129 vehicles and generators in the Regional District's fleet as well as small equipment that mostly uses fossil fuels. This section addresses how these emissions will be reduced, primarily through an integrated fleet strategy.

9.1 Fleet management strategy

A corporate fleet management system review is proposed for 2023 Budget and workplan. It will assist the SCRD in eliminating fleet emissions and meet corporate mobility and fleet needs.

Some questions that the fleet review can answer include:

- **Fleet Utilization**
 - Develop and provide analytics / tools that can be used for ongoing evaluation and decision making
 - Analyze current utilization and make recommendations for better optimization of fleet
- **Outline of shifting regulatory and technological landscape in the mobility sector**
- **Transportation Demand Management Recommendations**
 - Make Transportation Demand Management recommendations for improvements
- **Fleet Sharing Strategy**
 - Analyze and make recommendations for moving towards a shared corporate fleet
 - Analyze options and make recommendations for sharing some or all of the corporate fleet with community car sharing.
 - Outline implementation steps and resourcing needs for migrating to a shared fleet
- **Vehicle plan with consideration of the following:**
 - Right sizing
 - Replacement schedule
 - Best location for vehicles storage and support infrastructure needed
 - Fleet electrification schedule and costed support systems with Class C electrical drawings (chargers and electrical system improvements).
 - Fuel Refueling infrastructure plan (including review of asset replacement schedule and opportunities for increased renewable fuel content, noting that B5 biodiesel contract is signed in conjunction with BC Transit and valid until 2025)
- **Greenhouse Gas Emissions Analysis**
 - Implementation scenarios are outlined to a 15 year horizon and GHG emissions are calculated for the different scenarios.
- **Projected Mobility Needs**
 - Describe corporate mobility needs for next 10 years
 - Analyze and make recommendations for non-private vehicle mobility options (e.g. e-bikes, transit, micro-mobility)
 - Outline implementation steps and resourcing needs for recommendations
- **Management**
 - Structure of Fleet service and associated support services (i.e. IT, Purchasing and Risk Management), including, amongst other things, staffing and software recommendations

9.2 Monitor state of battery backup systems

Generators are a frequently used and critical element of service delivery at the SCRD. There are no economical alternatives at this time however the state of battery technology is evolving quickly. Evaluating the viability of battery / diesel generator hybrid systems as well as battery / solar systems will become part of future backup energy needs projects.

10. Contractors

The SCRD uses contractors to perform many services that are included in the Traditional Services boundary for GHG emissions. These contractors' emissions are estimated yearly and represent approximately 17% of emissions. It is assumed most of these emissions are related to gasoline and diesel. This section outlines how the SCRD plans to engage contractors and their GHG emissions.

10.1 Expand contractors' consideration of GHG emissions

Encouraging contractors to measure their fuel usage and consider their GHG emissions enables better management and a reflection of the SCRD values within the Corporate Carbon Neutrality Framework and this plan.

The SCRD Procurement Policy's Policy Statement speaks to reducing greenhouse gas emissions. The Procurement Policy also includes a Sustainable Social Procurement section that enables the consideration of environmental values in the review of proposals.

Currently, only the Regional District garbage and organics collection contractors quantify fuel use and associated GHG emissions. This is the largest contractor and simplest to quantify. Other contractors are evaluated for inclusion in the emissions inventory and emissions are estimated by Sustainable Development according to a provincially approved methodology.

When a request for proposals process is triggered, then Sustainable Social Procurement evaluation criteria are incorporated into the scoring rubric.

The SCRD will collaborate with larger contractors to explore how contractors can quantify fuel used for SCRD goods and services. Thresholds for applicability will be analyzed and defined in future iterations of the Sustainable Social Procurement section of the Procurement Policy. Thresholds for applicability will consider a wide range of criteria, including market readiness and limiting the burden on hard-to-acquire goods and services. Additionally, mechanisms for fuel use data tracking and sharing will be developed to minimize the burden on staff and contractors.

11. Supporting each other

The way we live, play, and work will drastically change in the coming decade. Being proactive with our efforts to address change gives us a choice in what that change looks like. A reactive approach will strain resources while diminishing service levels and quality of life.

This section looks at supporting each other achieve our goals while helping staff overcome the challenges and seize the opportunities that come from change.

11.1 Develop a communication plan

A communication plan will be created to foster an informed and supported staff. Weaving a proactive narrative around initiatives and developments will help celebrate successes and build

momentum. The communication plan will include regular communication on climate impacts and organizational leadership relating to climate action. It will also include resources and training opportunities on climate grief, specific technologies, or skills, and working with change.

The communication plan will also reach the broader community to inform citizens of the rationale for the CCNP and the thoughtful approach being taken. This will celebrate the role the SCRD is taking within the community to encourage greater action from other organizations.

Communications will, to the extent possible, incorporate considerations for the costs of inaction.

11.2 Develop training resources

Training resources to support staff in integrating climate considerations into their responsibilities will be identified and offered. These could be technical in nature as well as other types of skills such as change management.

12. Out of boundary emissions

There are several sources of GHG emissions that lie beyond the Traditional Services Boundary but within the scope of influence of the Regional District. Although these emissions lie beyond the scope of the GHG emissions accounting, they remain important and can also support community emission reductions.

12.1 Commute to work

The way staff commute to and from work is an unquantified source of travel emissions. However, given travel emissions comprise a large proportion of community emissions, it is likely that these emissions are material. Reducing commute emissions can be done by reducing the need, modal shift, and fuel switch.

Reducing the need to commute to work has been accelerated for many through the Alternative Workspace Strategy. The opportunity to work remotely is being supported.

Modal shift can be achieved by promoting active transportation, public transit, and carpooling. The SCRD will explore future opportunities on how these models can be expanded and leveraged to reduce GHG's. Some examples include:

- **Guaranteed ride home policy and budget:** One barrier to modal shift is the fear that a situation may arise that will require the convenience of a personal vehicle. For example, this could be an unexpected need to pick up a sick child at school. A guaranteed ride home policy covers the expenses of a taxi should a need arise. Some studies in larger centres have found this policy to cost \$5/employee/year or less. Studies have found this policy to be impactful in supporting increased adoption of active transportation, transit, and carpooling.
- **Flexible work scheduling** allows work schedules to work with public transit schedules. This flexibility is being supported at the Regional District and will eliminate a barrier to using public transit.
- **Bicycle parking facilities** are helpful for cycling to work. Commuter bike parking is different from short visit bike parking. It can be located further away from an entrance but should be fully enclosed, monitored, and locked. This grade of bicycle parking is available at some facilities such as the great facility at Field Rd.
- **Showers:** many facilities already have showers that can be used by staff if desired.

12.2 Corporate solid waste

Corporate solid waste is another source of emissions. Organics in particular release methane when landfilled. Most SCRD facilities now have paper towel and food waste composting services. With the approval and adoption of the Solid Waste Bylaw 405 to ban organics in the landfill, all SCRD services, such as Community Parks are working to be compliant in 2023. This change will further reduce corporate emissions.

12.3 Landfill methane gas capture

In the 2010 Community Energy and Emissions Inventory, solid waste emissions accounted for 11% of community emissions. These are mostly associated with landfill methane gas, a potent greenhouse gas. The SCRD Board has committed in 2023 to undertake Phase 2 of a feasibility study for a biocover to oxidize the methane from Sechelt Landfill. This would create significant emissions reductions and other potential co-benefits. Should the project move forward, the SCRD could claim the carbon offsets.

Moving forward, the organics ban from the landfill will eliminate most decomposable material in the landfill and limit the amount of methane generated at the landfill in the future.

12.4 Sports fields

The SCRD manages approximately 525,000 square feet of sports fields. These are fertilized with approximately 2,200lbs of nitrogen annually. Synthetic nitrogen fertilizer has a significant embodied carbon footprint from its manufacturing and there is some greenhouse gas in the form of nitrogen dioxide (NO₂) that volatilizes during application. The SCRD conducted a pilot study using organic fertilizers with positive turf performance results. Further analysis on the business case for switching to organic fertilizer and potential emissions savings will be completed.

Another action sports fields are already undertaking is inter-seeding more drought tolerant turfs. These turfs also require less fertilizer.

An area for further study is the rapid evolution of autonomous mowers. Autonomous mowing is more efficient and can dramatically reduce CO₂e when combined with electrification. This also saves on labor, which is the largest cost of mowing turfs.

Finally, there is growing scientific study of carbon sinks. Sports field management approaches could maximize the carbon sink potential. Should it be deemed large enough, quantifying this carbon sink will be pursued.

12.5 Align SCRD Investment Policies to Climate Targets

The SCRD has a variety of investment holdings for reserve funds and cash flow needs. Many local governments in their effort to align climate action targets with investments portfolios are incorporating guidelines in Investment Policies. This is typically referred to as Environmental, Social and Governance targets (ESG). The SCRD currently has an operational Investment Policy (2012) with socially responsible objectives. It is proposed that the Chief Financial Officer bring forward future investment policy for the Board's consideration. This would be in consideration of this Plan, Board Strategic Plan and education on implications of adopting ESG targets.

13. **Appendix A: Partial list of natural gas and propane assets in buildings**

Item	Building	Asset	Expected end-of-life	Replacement cost in \$2023*
1	Sunshine Coast Arena	Boiler 1	2021	\$6,471.49
2	Gibsons and Area Community Centre	Gas fired desiccant dehumidification system	2022	\$174,482
3	Sechelt Aquatic Centre	Gas Rooftop HVAC unit	2022	\$76,632
4	Halfmoon Bay Fire Hall	Radiant tube heaters (2)	2022	\$2,575
5	Sechelt Aquatic Centre	Boilers supporting assets	2023 onward	\$94,317
6	Gibsons and Area Community Centre	Boiler (Boiler supporting assets)	2038 (2023 onward)	\$290,699 (\$229,260)
7	Gibsons Aquatic Centre	Boiler (Tot pool)	2023	\$8,200
8	Fleet maintenance building	Radiant tube heater-2	2026	\$4,210
9	Chapman Water Treatment Plant	HVAC	2026	X
10	Parks Hut	Radiant heater	2027	\$4,244
11	Halfmoon Bay Fire Hall	Propane supporting equipment	2027 onward	\$24,843
12	Sechelt Aquatic Centre	Four Small condensing boilers (B1-B4)	2028	\$98,769
13	Sunshine Coast Arena	Boiler supporting assets	2029 onward	\$67,913
14	Gibsons Aquatic Centre	Boilers (B1-B4)	2029	\$84,335
15	Sunshine Coast Arena	Gas fired desiccant dehumidification system	2030	X
16	Fleet Maintenance Building	Radiant tube heater-1 (2021)	2031	\$4,244
17	Sechelt Aquatic Centre	Boiler (Domestic hot water)	2031	\$38,523

18	Fleet Maintenance Building	Furnace (2008, 90% efficiency)	~2033	X
19	Gibsons Fire Hall	Heater with blowers (supporting equipment)	2035 (2033)	\$8,066 (\$13,691)
20	Sunshine Coast Arena	Boiler 2	2034	\$14,665
21	Eric Cardinal Hall	Boiler	2035	\$23,917
22	Sechelt Aquatic Centre	Boiler (B5)	2038	\$61,747
23	Halfmoon Bay Fire Hall	Propane Furnace	2042	\$6,102
24	Gibsons Fire Hall	Firefighting equipment gear dryer (2)	X	X
25	Gibsons Fire Hall	Gas fire place	X	X
26	Gibsons and Area Community Centre	On-demand heaters	X	X
27	Fleet Maintenance Building	Wash bay unit heater	X	X
28	Chapman Water Treatment Plant	Heaters	X	X
29	Roberts Creek Fire Hall	Gas BBQ	X	X

X: information not available

*Figures should be considered order-of-magnitude estimates.

14. *Appendix B. Partial list of potential SCRD renewable energy projects*

Solar PV Potential Projects

	SCRD Building	Max # of 385W Panels	Array AC Rating kW	Historical Consumed kWh/y	Potential % from Solar	2022 Hydro cost \$/kWh	Installed cost @\$2.20/W (\$2022)	Simple Payback Years
1	Parks Maintenance Quonset Hut	24	6.6	8,144	126%	0.1247	\$ 20,328	15.9
2	Gibsons Fire Hall 1	124	40.8	46,640	107%	0.1247	\$ 105,028	16.9
3	Frank West Hall & Gibsons Fire Hall 2	41	9.9	36,617	45%	0.1247	\$ 34,727	16.9
4	Eric Cardinal Hall	109	29.1	11,159	388%	0.1247	\$ 92,323	17.1
5	Egmont Fire Hall	51	12.8	26,145	67%	0.1247	\$ 43,197	19.8
6	Roberts Creek Fire Hall	52	8.5	52,166	34%	0.1247	\$ 44,044	20.1
7	Halfmoon Bay Fire Hall	78	17.0	34,510	76%	0.1247	\$ 66,066	20.2
8	Field Road Offices	341	112.1	287,280	52%	0.0602	\$ 288,827	32.1
9	Gibsons and Area Community Centre	341 (room for 600+)	112.1	871,440	17%	0.0602	\$ 288,827	32.1
10	Gibsons and District Aquatic Facility	84	27.4	308,356	11%	0.0602	\$ 71,148	34.2
11	Sechelt Aquatic Centre	283	89.7	933,120	12%	0.0602	\$ 239,701	34.5
12	Sechelt Arena	353	97.7	323,820	44%	0.0602	\$ 298,991	35.1
13	Chaster House	N/A				0.1247		
14	Cliff Gilker	N/A				0.1247		
15	Granthams Hall	N/A				0.1247		
16	Kathryn Lake	N/A				0.1247		
17	Transit Maintenance Building	structural study needed						
18	Utilities Building	structural study needed						

Hydro Potential Projects

Site	Capacity	Level of planning completed
Selma 1 inline Pump as Turbine	174,500kWh/yr	Engineering Drawings (2015)
McNeill Lake old chlorination station	TBD	Concept
Raw Water Reservoir new diversion dam	Up to 2MW	Detailed concept
Chapman Creek using existing diversion license volumes and diversion weir	TBD	Concept

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Ian Hall, General Manager, Planning and Development
Tina Perreault, Chief Financial Officer

SUBJECT: HILLSIDE LAND STUDY/INVESTMENT ATTRACTION ANALYSIS PROJECT CONCEPT

RECOMMENDATION(S)

- (1) THAT the report titled Hillside Land Study/Investment Attraction Analysis Project Concept be received for information;**
 - (2) AND THAT direction be provided on preparing a 2023 R2 budget proposal for a Hillside land study/investment attraction analysis project;**
 - (3) AND FURTHER THAT recommendations be forwarded to the Regular Board meeting of February 9, 2023.**
-

BACKGROUND

Summary

In 2018, the SCRD Board approved a land study/investment attraction analysis for Hillside Industrial Park. This project (budgeted at that time at \$60,000 and funded from a 50/50 mix of reserve funding and potential grant monies) was subsequently cancelled due to COVID-19 and a need to focus on core service delivery during the pandemic.

This report advances the idea of reinvigorating this project and seeks direction for the 2023 R2 budget process.

Context

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. These areas are coloured yellow on the attached map.

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. The role of the regional district at Hillside going forward can be considered as part of the proposed study project.

DISCUSSION

Analysis

Factors leading to the proposal to reinvigorate this project include:

- SCRD receives regular solicitation for lands and a plan would be helpful in addressing inquiries as well as promoting public transparency;
- The 2021 *Economy and Employment Lands* White Paper commissioned by SCREDO, which identifies Port Mellon as a priority area and identifies the need for vacant employment lands being prepared for market;
- SCRD's plan to undertake renewal of official community plans, of which employment lands are a critical planning need;
- The establishment of the UN Howe Sound Biosphere Reserve, and opportunities for development and partnership flowing from the designation;
- Potential synergy with other Hillside projects such as seeking renewal of the water headlease and infrastructure renewal.

Options

1. THAT staff prepare a proposal for the 2023 budget process that would reinvigorate the project, with SCRD as the lead;
2. THAT staff prepare a proposal for the 2023 budget process that would reinvigorate the project, seeking leadership from SCREDO;
3. Defer to 2024
4. Do nothing at this time; do not reinvigorate the project.

Organizational and Intergovernmental Implications

While there are organization synergies possible by pursuing this project in 2023, capacity is a concern. The involvement of a lead partner (such as SCREDO) and/or the resourcing of an incremental project resource could manage this concern.

A regional/intergovernmental lens should be applied to the project since employment lands (especially those zoned for heavy industrial uses) are scarce and thus strategically valuable at a regional (and even super-regional) scale. Involvement from other governments would be sought as part of a prospective project.

Further analysis would be provided to the budget process, if the Board directs that this idea be advanced to the budget.

Financial Implications

The estimated budget for this project in 2023 is \$80,000, plus project management costs (estimated at 15%) for a total of \$92,000.

There may be funding support opportunities available through Island Coastal Economic Trust (ICET). ICET's READY – Capacity Building stream provides up to \$30,000 of matching funds and the RECOVER – Business and Community Support stream provides up to \$70,000 of 100% funding for incremental, temporary staff positions associated with economic diversification and growth.

Operating reserve funds from the [540] Hillside Industrial Park function could be applied to such a project. The uncommitted reserve balance is estimated at approximately \$522,000.

If directed to prepare a R2 budget proposal, a funding strategy would be prepared.

Timeline for next steps or estimated completion date

A R2 budget proposal can be prepared for consideration on February 21, 2023 pending direction from the Board.

Communications Strategy

The concept of reinvigorating this project has been discussed with SCREDO staff. Further dialogue would be required as part of next steps.

STRATEGIC PLAN AND RELATED POLICIES

There are opportunities to advance several strategic priorities through the proposed project, e.g. supporting climate resilience, fostering asset stewardship, advancing reconciliation.

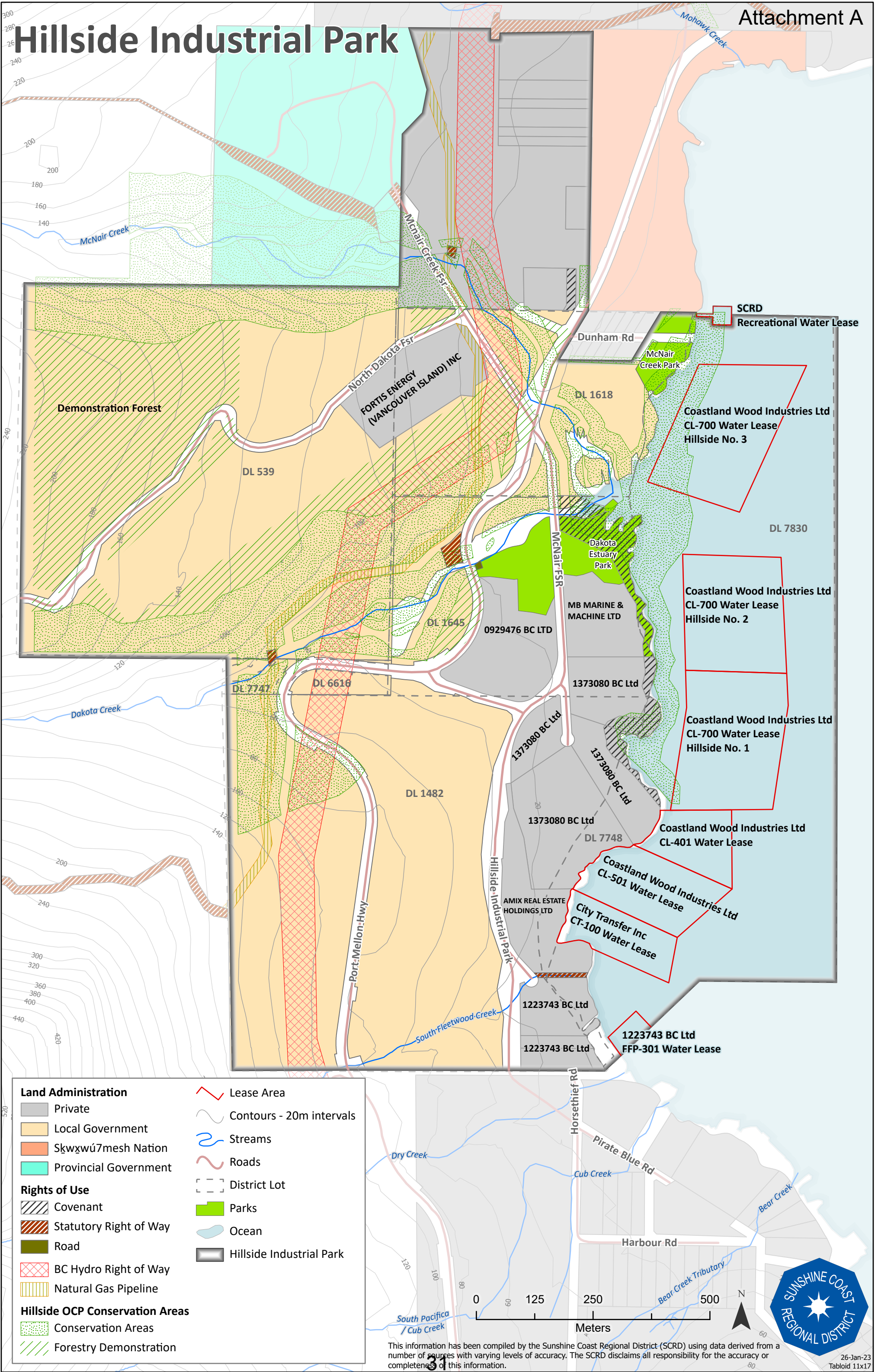
CONCLUSION

Staff are seeking direction related to a possible land study/investment attraction analysis project for Hillside Industrial Park. If directed, a budget proposal can be prepared for the 2023 R2 budget meeting on February 21, 2023.

Attachment A: Hillside Map

Reviewed by:			
Manager	X – J. Jackson	Finance	X - T. Perreault
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

Hillside Industrial Park



SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Jessica Huntington, Parks Planning and Community Development Coordinator

SUBJECT: **SCRD PARTNERSHIP AGREEMENT WITH COAST MOUNTAIN BIKE TRAILS ASSOCIATION (CMBTA) FOR SPROCKIDS PARK**

RECOMMENDATION(S)

- (1) THAT the report titled SCRD Partnership Agreement with Coast Mountain Bike Trails Association (CMBTA) for Sprockids Park be received;**
 - (2) AND THAT the delegated authorities be authorized to renew the SCRD Partnership Agreement with Coast Mountain Bike Trail Association (CMBTA) for another two years, to support the stewardship, operations and maintenance of Sprockids Park.**
-

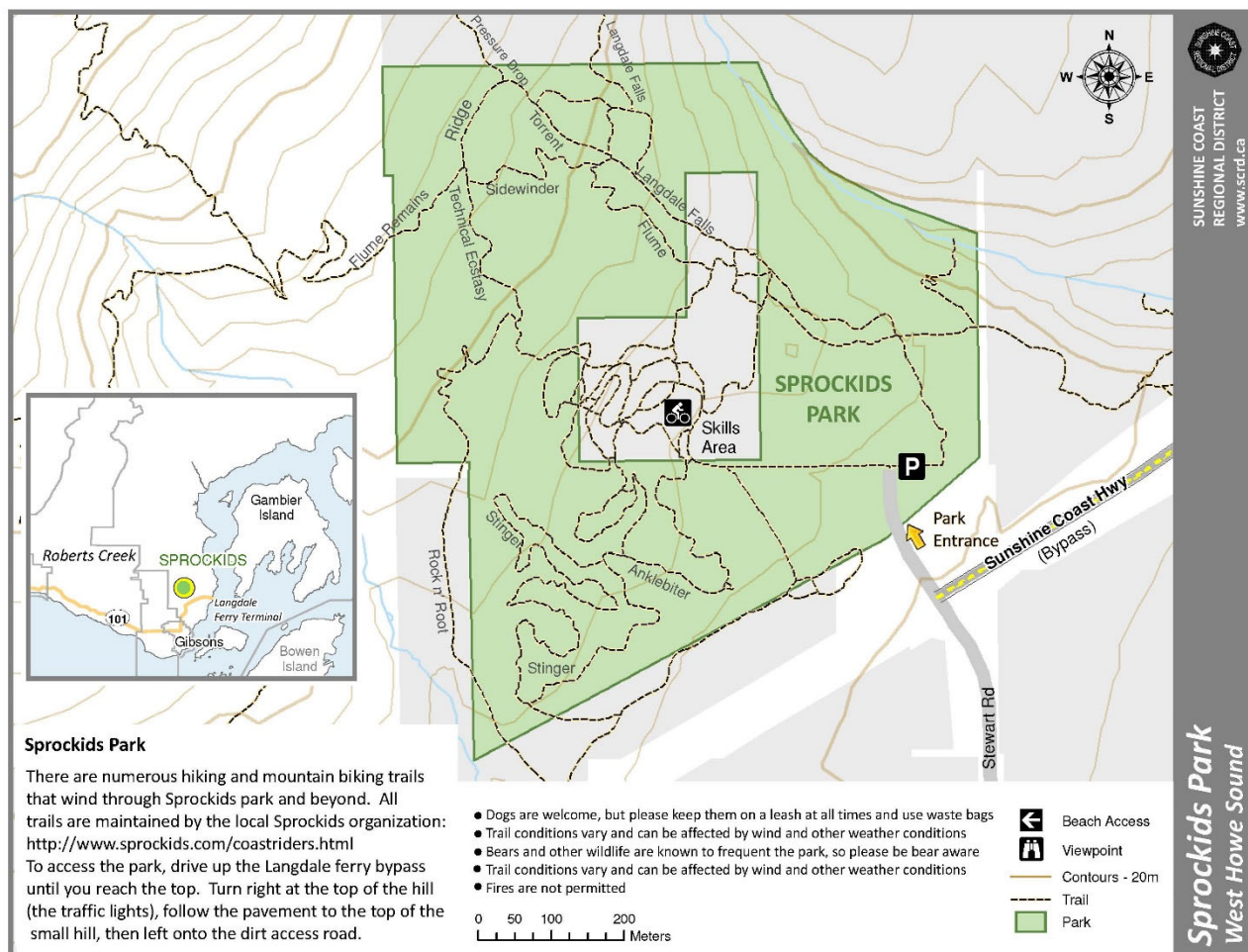
BACKGROUND

Sprockids Provincial Recreation Area is a 48.3-hectare site located in West Howe Sound (Electoral Area F) that is valued by locals and visitors for mountain biking, dog walking, and hiking. It is owned by the Province of British Columbia and has been managed by the SCRD through a Partnership Agreement with Recreation Sites and Trails BC (RSTBC) since 2003 (see map on following page).

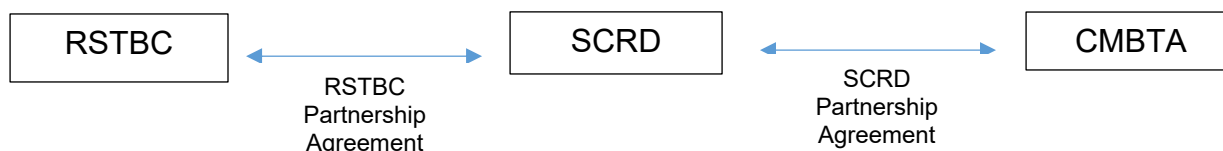
Note: Sprockids Provincial Recreation Area is separate from, but surrounds a closed and decommissioned landfill site which is owned by the Province of BC with the SCRD being responsible for the closure plan and ongoing maintenance of the site. This closed landfill site is the area where there is a separate project proposal for a bike park/pump track development that the SCRD supported \$40,000 toward as part of the 2021 Budget.

Over the years SCRD Parks has engaged with volunteer groups who are committed to helping with stewardship and improvements of parks, trails, and facilities. Relationships such as these can improve the service offered, provide community value, and help engage the community in our parks in meaningful ways. As well, engaging local volunteers in the park can provide a more frequent set of eyes and ears in the area, helping to identify and respond to issues more quickly as they arise.

Since 2019, SCRD has had a partnership agreement with Coast Mountain Bike Trails Association (CMBTA) for the stewardship, operations, and maintenance of Sprockids Park which includes trail inspections, trail repairs, reconstruction, decommissioning, and improvements of the trail network. SCRD retains overall responsibility for the area as the partnership agreement holder with RSTBC, and retains some operational responsibilities including, annual site inspections, maintenance of signs, outhouse, parking lot, and access road, as well as some trail repairs and tree services. Staff meet with the CMBTA on a regular basis to provide support as required.



The agreement allows for increased involvement and responsibility by the CMBTA, leveraging their trail building/maintenance expertise for the benefit of all users.



The current agreement with CMBTA expired on December 31, 2022. CMBTA has a very capable and committed Board of Directors and has expressed desire to carry on with their commitment to Sprockids Park through the terms of a Partnership Agreement with SCRD for another two years.

DISCUSSION

After engagement with CMBTA, a preliminary review of property history and information, and consultation with SCRD Risk Management, staff have prepared three options for Board consideration.

Option 1: Enter into another 2-year Partnership Agreement with CMBTA for continued maintenance and stewardship of Sprockids Park (recommended option).

In 2022, CMBTA had 70 volunteers perform 280 hours of work in Sprockids Park clearing and maintaining the trail network as per the terms and conditions outlined in the agreement. CMBTA submits an annual workplan to the SCRD identifying the repairs and remedial work they will complete over that year including considerations for user safety, erosion controls and climate resiliency. Some projects are conducted entirely by the volunteers while others are joint ventures with SCRD operations. In addition, CMBTA has developed a strategic plan outlining their vision, mission, and areas of focus for continued stewardship of Sprockids. This includes organizing and supporting volunteer trail days, project planning, and trail maintenance over the next five years.

Park access remains free and accessible to all.

Option 2: Do not renew the SCRD Partnership Agreement with CMBTA for Sprockids Park. (Staff do not recommend this option)

This option would require increased involvement by the SCRD for operations at Sprockids Park which would have financial and staff resourcing implications. SCRD Park Operations currently does not have capacity to absorb the associated additional workload to match the current SCRD/CMBTA stewardship-model.

Option 3: Extend a Request for Proposals to explore whether another community trail group would be willing and capable of coming forward to enter into a partnership agreement. (Staff do not recommend this option)

At this time, SCRD Parks staff are not aware of any other volunteer organizations currently on the Sunshine Coast that have the focus, vision, and capacity to carry out the terms of the Partnership Agreement to the same quality and level of expertise that CMBTA has so far demonstrated.

Of note: CMBTA has expressed interest in exploring a direct partnership agreement with RSTBC for Sprockids Provincial Recreation Area. Staff will work with CMBTA and RSTBC over the coming year to further explore this possibility and bring a report back to the Board if required.

Financial Implications

There are no direct financial implications for the SCRD associated with entering into another partnership agreement with the CMBTA. The service level currently provided by the SCRD for park maintenance is included in the base operating budget.

Timeline for next steps or estimated completion date

Following Board direction, the SCRD Partnership Agreement renewal could be signed by SCRD's delegated authorities.

STRATEGIC PLAN AND RELATED POLICIES

Renewal of the SCRD Partnership Agreement with CMBTA for ongoing stewardship of Sprockids Park is supported by recommendations from the 2014 SCRD Parks and Recreation Master Plan to “Build and Facilitate stronger working relationships with groups who provide organized recreation services,” and to “Increase support for volunteers working on trail development and trail/environmental stewardship,” and additionally to “Continue as a high priority, collaboration in the development of trails and bike paths to meet the communities needs for recreation and alternative transportation”.

Renewal of the SCRD Partnership Agreement with CMBTA also supports the SCRD Board 2019-2023 Strategic Plan focus areas of Asset Stewardship and Working Together.

CONCLUSION

Staff recommend a two-year renewal of the SCRD Partnership Agreement with CMBTA for ongoing stewardship, operations, and maintenance of Sprockids Park.

Reviewed by:			
Manager	X - K. Clarkson	CFO/Finance	X - T. Perreault
GM	X - S. Gagnon	Legislative	X - S. Reid
CAO	X - D. McKinley	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Kevin Clarkson, Manager, Parks Services
Matt Treit, Manager, Protective Services

SUBJECT: EMERGENCY FLOOD RECOVERY - PARKS PROJECTS UPDATE

RECOMMENDATION(S)

(1) THAT the report titled Emergency Flood Recovery – Parks Projects Update be received for information.

BACKGROUND

On November 15, 2021, the Sunshine Coast Regional District (SCRD) activated an Emergency Operations Centre (EOC) in response to localized flooding events experienced in the region. A succession of atmospheric river weather events resulted in flooding that caused extensive damage throughout the Sunshine Coast.

At the regular meeting of the SCRD on January 13, 2022, the following resolution was adopted by the Board:

010/22 **Recommendation No. 2** *Disaster Recovery Plan-Regional Flooding Events*

THAT the report titled Disaster Recovery Plan-Regional Flooding Events be received;

AND THAT the following parks projects be funded as follows:

- Mahan Trail repair: up to \$16,250 funded through [650] Community Parks Operating Reserves
- Suncoaster Trail sign repair: up to \$5,250 funded through [650] Community Parks Operating Reserves
- Katherine Lake Campground repairs: up to \$35,300 funded through [650] Community Parks Operating Reserves
- Cliff Gilker Planning (Consultant Fees): up to \$38,000 funded through [650] Community Parks Operating Reserves

AND THAT funded through each individual project, a 0.09 FTE for project management oversight be approved (one-time funding)

AND THAT the following items be included in the 2022-2026 Draft Financial Plan.

Further, at the regular meeting of the SCRD on April 28, 2022, the following resolution was adopted by the Board:

THAT the report titled Disaster Recovery Plan, Regional Flooding Events - Chaster House and Pedestrian Bridge be received;

AND THAT the Chaster park pedestrian bridge and retaining wall repair planning be funded through [650] Community Parks Operating Reserves up to \$32,500;

AND THAT a 0.075 FTE for project management oversight be approved as part of the total project budget above;

AND FURTHER THAT the 2022-2026 Financial Plan Bylaw 735 be amended accordingly.

The purpose of this report is to provide the Board with a progress update on the Parks projects related to the 2021 flooding event.

After a significant delay due to a lack of capacity at the provincial level in relation to the overwhelming number of claims being made related to provincial flooding events, SCRD staff had their first meeting (virtually) with representatives from Emergency Management BC (EMBC) on July 7, 2022. The project team has since held several meetings that have focused on the assessment of 10 separate projects, each representing infrastructure that was damaged in the flood event (a total of eight Parks related projects and two Infrastructure Services related projects).

To date, much of the discussion with the province has centred around determining the feasibility of individual projects and what scope of work would be eligible for provincial Disaster Financial Assistance (DFA). Staff have expended significant efforts reviewing files, organizing, and submitting reports, and providing documentation, images, invoices, and other forms of justification for damages incurred.

DFA program representatives enlisted the services of a third-party engineering firm to provide on-site assessments of damages and costs incurred, as well as provided guidance for the required information necessary to submit the various funding applications for recovery compensation. The DFA required documented evidence and images to prove and justify claims for asset damage incurred at all sites. This created a challenge for staff in demonstrating the condition of the infrastructure prior to the flood damage. As the initial response to the flooding event was performed very quickly in response to the emergency, staff were unable to provide comprehensive photographic evidence of all infrastructure damages to trails, bridges, culverts, etc., both prior to and immediately after the flood event. DFA required this evidence to determine what potential remediation will look like. To provide sufficient evidence, staff engaged with the engineer provided by the province to perform several comprehensive on-site reviews and assessments, as well as explored alternative options to justify pre and post event conditions. This involved generating historical imagery from SCRD mapping and Google Earth as well as sourcing local media archives from post-event coverage. The project team eventually amalgamated all information required for the individual DFA project funding applications and submitted accordingly.

DISCUSSION

The original information on the Parks recovery projects planning and associated budgets previously presented to the Board included consideration for not only the replacement of the asset (like-for-like), but in some cases, where appropriate, additional project scope was aimed at resiliency enhancements to individual parks property and infrastructure. Resiliency project scope considerations included elements to enhance the site above pre-event standards to provide flood damaged parks and related assets a greater ability to manage and mitigate possible future climate-related hazards. Resiliency elements include stream channel improvements such as ditching, clean-out and debris management, the addition of natural stone and vegetation in key locations to provide stability to earth and prevent further erosion, as well as things like the upgrades to stormwater management systems, like larger culvert diameters to increase stream flow levels.

Staff have been advised by the EMBC that the DFA recovery program will only consider direct recovery costs reimbursement necessary to return damaged infrastructure to its previous, 'pre-event-state' condition (i.e., like-for-like replacement to pre-flooding events). Any additional costs to the project that are related to resiliency and mitigation strategies would need to be funded with a separate source of funding. Staff continue to work with EMBC to further explore other funding options for the parks flood recovery projects that include a resiliency component.

A summary of the Parks projects related to the 2021 flooding event can be found in Attachment A. This summary identifies the project, funding approved by the Board, an update on the DFA application including approved funding, an update on the project, and any staff recommendations for a change in considerations.

Further, as per the October 13, 2022 Committee of the Whole report, three Canada Natural Infrastructure Fund grant funding applications were submitted including Katherine Lake Campground repairs, Cliff Gilker Park repairs, and Chaster Park Pedestrian Access Bridge repairs. The project descriptions and budget estimates included resiliency considerations. Approval decisions for the grant are not anticipated until Q3 2023 at the earliest.

Considerations for recovery projects/repairs at Cliff Gilker Park and for the Chaster Creek Pedestrian Access Bridge will be brought forward to the Board for consideration once the planning has been completed.

Options and Analysis

This report serves as an update on the Parks Flood Recovery projects. Of note, there is one project that has changed from the original scoping. Originally, the Suncoaster Trail Sign repair was envisioned as a like-for-like replacement. After further investigation, the sign and supporting structures were in worse condition than originally anticipated, and the cost of replacing the sign exceeds the approved budget (updated estimated project cost is now \$20,000). To stay within the approved budget, staff will proceed with installing a trailhead entrance sign that aligns with the standardized entrance signs at other SCRD Parks locations (prior approved funding of \$5,250 from Parks Operating Reserves). Not replacing the sign 'like-for-like' will mean that the project is not eligible for DFA funding.

Organizational and Intergovernmental Implications

As the projects continue to progress, Parks will work with the shíshálh and Skwxwú7mesh Nations, and the province (i.e. MoTI) to attain the necessary permits and permissions.

Financial Implications

There are no requests for additional funding. Approved DFA funding amounts will serve to offset total project costs and the need to draw from the reserves.

Timeline for next steps or estimated completion date

Staff will continue to proceed with project planning and implementation. Planning options for Cliff Gilker Park and Chaster Creek pedestrian bridge will come back to the Board at a future meeting for deliberation and direction.

Communications Strategy

Standard public communications related to service interruptions, temporary closures, re-openings, etc. will proceed as recovery work progresses.

STRATEGIC PLAN AND RELATED POLICIES

Recovery efforts on parks infrastructure damaged by the 2021 flooding events adhere to SCRD's strategic priority of Asset Stewardship - To ensure that the SCRD's built and natural assets serve our residents now, and in the future.

CONCLUSION

Flooding events on the Sunshine Coast caused significant damage to SCRD infrastructure requiring remediation and repairs to restore items to existing service levels. This report provided updates on the eight Parks related projects.

Some projects have been completed, while others are still in progress. Planning for recovery options for Cliff Gilker Park and Chaster Creek Pedestrian Bridge is anticipated to begin in Q2 2023 with options for recovery efforts to be brought back to the Board for consideration at a later date.

ATTACHMENTS

Attachment A – Parks Flooding Project Progress Report

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

Attachment A – Parks Flooding Project Progress Report

Service / Function – Asset	Recovery Planning Details	Board Approved Recovery Budget	Project Progress to Date	Project Funding Reconciliation
Seaview Cemetery Road Repair	Approximately 20m of road damage. Emergency work performed immediately after event to enable ongoing access to the cemetery.	Used existing operating budget	DFA application for funding submitted and approved for: \$2,635.87 Project Complete	Actual Project Cost: \$2,763 Funding received from DFA: \$2,635.87
Dakota Ridge Road Repairs	Damages to road surface at approx. 4km location on forest service access road. Repairs were conducted immediately post-event and included the supply of material, capping, grading and machine works.	Used existing operating budget	EMBC application for funding submitted and approved for: \$6,270 Project Complete	Actual Project Cost: \$11,833 Funding received from EMBC Community Response: \$6,270 Revenue accrued in 2021 to offset the expense. Recovery finalized and approved through workflow September 2022.
Mahan Trail	Approximately 150m of trail damage. Restore trail including considerations for swales and crowning to deter water flow.	\$16,250 from Parks Reserves	DFA application for funding submitted and approved for: \$3,004 Project to commence in Q2 2023	Project still estimated to cost \$16,500 Funding received from DFA: \$3,004 Draw from Parks Reserves should be less than anticipated (offset by DFA funds).

Suncoaster Trail sign repair	Entrance archway sign base damaged and two supporting beams require replacement.	\$5,250 from Parks Reserves	<p>DFA application for funding submitted and PENDING approval for: \$3,500</p> <p>Replacement of the archway sign 'like for like' is now estimated at \$20,000 and exceeds Board approved budget.</p> <p>Staff will proceed replacing with a sign consistent with other parks entrance signs with a proposed budget of \$2,000.</p>	<p>Change in project scope</p> <p>New project estimated to cost: \$2,000</p> <p>Would not be eligible for DFA funding.</p> <p>Draw from Parks Reserves should be less than anticipated.</p>
Katherine Park Campground	<p>Flooding caused excessive erosion of major access road surface and lower campsite area (base of 19 sites).</p> <p>Recovery planning includes excavation of drainage channel to promote natural waterflow and diverts from campsites.</p>	\$35,300 from Parks Reserves	<p>DFA application for funding submitted and approved for: \$7,409.00.</p> <p>Project Complete</p> <p>Project involved resiliency upgrades, determined necessary to fulfil environmental requirements of the work and protect the site (stream works, new larger culvert, riparian armoring/protection, as well as stream and drainage clean-up .</p>	<p>Actual Project Cost: \$23,316</p> <p>Funding received from DFA: \$7,409</p> <p>Draw from Parks Reserves was less than anticipated (offset by DFA funding).</p>
Cliff Gilker Park	Damage to three of the nine bridges; erosion damage to ~450m of trail; damage to trail signs, drainage damage to upper back parking area, and playground surface.	\$38,000 from Parks Reserves for planning purposes	<p>All associated site closures and re-routes remain in place.</p> <p>DFA application for funding submitted and approved for: \$13,230</p>	No update

	<p>Initial course of action includes procurement of a consultant to develop the plans and detailed cost estimates.</p> <p>Would return to the Board once project has been designed and cost estimates completed.</p>		<p>Staff are preparing requests for proposals in order to procure professional engineering assessment and design services to develop options repairs and/or replacements including mitigation strategies to avoid future damage.</p> <p>Recommendations from this assessment will be brought back to the Board for consideration.</p>	
Chaster Creek Pedestrian Bridge	<p>Significant damage to pedestrian bridge, including concrete abutments. Bridge closed and an alternate access to the park identified.</p> <p>The bridge may require a redesign. Planning for recovery work in this area will also include mitigation strategies including considerations of the stream channel deflection and retaining wall.</p>	\$32,500 from Parks Reserves	<p>DFA application for funding submitted and approved for: \$7,815 (bridge repair).</p> <p>The pedestrian bridge remains closed with an alternate access in place.</p> <p>Staff are preparing requests for proposals in order to procure professional engineering assessment and design services to develop options repairs and/or replacements including mitigation strategies to avoid future damage.</p> <p>Recommendations from this assessment will be brought back to the Board for consideration.</p>	No update
Roberts Creek Multi-use Trail	<p>Damages incurred due to emergency flood impact mitigation works. Approx. 20m section of pave trail infrastructure and culvert excavated and removed to allow water to flow.</p>	Will use existing operating budget to repair. Project estimated at \$10,000	<p>Project was tendered in Q4 2022 with no qualified bids received. Staff working with Procurement to secure contractor and perform repairs as soon as possible.</p>	No update

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Kevin Clarkson, Manager, Parks Services
Jonathan Jackson, Manager, Planning and Development

SUBJECT: **SCHOOL DISTRICT NO. 46 REQUEST FOR SUNSHINE COAST REGIONAL DISTRICT (SCRD) SUPPORT-IN-PRINCIPLE OF A LONG-TERM PARK LAND LEASE**

RECOMMENDATIONS

- (1) THAT the report titled School District No. 46 Request for Sunshine Coast Regional District (SCRD) Support-in-Principle of a Long-Term Park Land Lease be received for information;**
 - (2) AND THAT the SCRD supports-in-principle the proposal for the development of a new childcare facility in a portion of SCRD's Maryanne West Park;**
 - (3) AND THAT the SCRD supports-in-principle a long-term land lease agreement with the School District No. 46 for occupancy of a portion of Maryanne West Park;**
 - (4) AND THAT SCRD authorizes staff to explore Official Community Plan boundary adjustments to accommodate required zoning designation, as well as provide support to the required planning for the long-term lease considerations.**
-

BACKGROUND

SCRD acquired Lot S, Plan 3417, DL 909 in January 1988 for community park purposes. The site is located adjacent to Cedar Grove School and is two hectares (5.1 acres) in size. This SCRD park, known as Maryanne West Park, includes Frank West Community Hall, an all-weather sports field, two acres of naturally vegetated parkland, as well as associated parks infrastructure. The community hall facility is jointly managed with the SCRD Protective Services Division operating half the building (Cliff Mahlman Regional Fire Hall) and the Parks Division operating the other half (Frank West Community Hall).

School District No.46 (SD46) has been actively advancing initiatives to add childcare spaces to the Sunshine Coast for some time now and has presented a summary of childcare offerings to the School District Board that identifies areas where the community is underserved. Specifically, within Electoral Area E, the Cedar Grove Elementary School site and Maryanne West Park site was identified as an ideal location given its proximity to the school. With this site in mind, SD46 is proposing to apply for a grant to create a total of 66 new spaces supported by Childcare BC's New Spaces Fund: 12 for infants/toddlers, 24 for children three to kindergarten, and up to 30 for school-age children.

This would involve the construction of a purpose-built facility that meets the associated space and design requirements as required by the *BC Childcare Design Licensing Regulation* for the provision of quality childcare. SD46 has approached the SCRD requesting land in Maryanne West Park through a long-term lease agreement for this purpose. SD46 requires support-in-principle for this long-term lease agreement, through Board resolution, to accompany their grant submission due by March 31, 2023.

For Committee consideration, staff have provided further analysis, options, and considerations below, as they relate to the proposal for SCRD support-in-principle for the project, including potential implications to existing SCRD services.

DISCUSSION

Staff met on-site this fall with SD46 representatives to discuss the proposal, site options and any implications that may need to be considered. To meet the requirements of the licensing regulation and related construction specifications for registered childcare facility development and operation, the facility and site need to include:

- The overall footprint of the building needs to be sufficient to accommodate both an infant/toddler program and 3-5-year-old programs and would also include office space, and other Vancouver Coastal Health regulations and requirements (~515m² or 5,545 f²).
- Exterior space requirements include on-site parking for staff, pickup/drop-off access for parents, and outdoor fenced play area.

After review, it was determined there is not adequate, practical, or usable space on the SD46 Cedar Grove Elementary School site for a facility to be added. The potential for a facility sharing arrangement within Frank West Hall was also discussed, however, the existing facility does not meet the requirements of the licensing regulation and related construction specifications.

Three possible site options were initially identified, all of which are located either on road right-of-ways, overlap or are entirely on SCRD's Maryanne West Park property (see Figure 1.0). During discussions and a preliminary site review, it became apparent that only one location met all requirements for the proposed childcare facility: **Option 3**, the treed greenspace directly behind, and north of the rear parking area provided at Frank West Hall. The site is located just inside the southern property boundary of Maryanne West Park, and was identified as the most accommodating, cost-effective, and logistically feasible site option.

SD46 submitted a letter to the SCRD outlining their request. (See Attachment A).

SD46 would submit the grant application, oversee the construction of a purpose-built facility, and then would contract a third-party operator to deliver the childcare services. SD46 notes that they have had very positive experiences with this funding opportunity (i.e., Madeira Park, SD46 were able to access \$2.6 million from this same funding opportunity, and the project is currently in the process of construction).



Figure 1.0 – Map of Proposed Childcare Facility Locations and Zoning

Considerations for proposed development on Option 3 site:

The proposed site (Option 3) is mainly a level section of vegetated area that would need to be disturbed by the childcare facility development. The area currently consists of trees, herbaceous shrubs, and invasive species. Currently, the area is undeveloped and operational efforts and resources are limited to manage ongoing vegetation issues at this site. SD46 has agreed that as part of the project, an arborist report will be completed, and any final site design will seek retention of trees where possible. Final agreements could also include a requirement for tree replacement at 2:1 with a specified DBH (diameter breast height) if trees need to be removed.

The proposed childcare facility can be designed in a way that serves to have minimal impacts to existing property uses. The footprint of the proposed site is located on a section of parkland, directly adjacent to the rear portion of the asphalt parking area surrounding Frank West Hall. SCRD Parks has minor infrastructure that is located adjacent to the proposed site (access control gate, gravel path, serviced port-a-potty) that could be relocated to retain access to the park and sport fields while also accommodating the proposed childcare facility.

Parking requirements and site circulation for the childcare facility will need to accommodate existing site uses in final design including but not limited to separate, secured, and unrestricted access for emergency responders to the firehall side of the property and adequate dividing barrier between parking lots.

Planning Analysis

Maryanne West Park has a split land use designation: Institutional for the south quarter along Chaster Road, and Park for the northern three-quarters (Figure 2.0). Current zoning of the site is Rural Residential One (RU1) (see Figure 2.0).

Depending on the final location of the proposed daycare facility, amendments to land use bylaws may be necessary to facilitate the use. SD46's proposed child group daycare facility follows the *Community Care and Assisted Living Act* of BC, and therefore is permitted within the sites' RU1 zoning. Despite the zoning providing allowances for daycares, the Elphinstone Official Community Plan explicitly states that daycare facilities are institutional uses. It further states that any new institutional facilities proposed for sites not already designated Institutional shall require an OCP amendment to the proposed site to accommodate the use. Therefore, given that the preferred site Option No. 3 location for the daycare extends past the Institutional land use designation area, and if this remains the case for the final location and design, then this OCP boundary should be amended to reflect the intended use. This application would be made by SD46 as the applicant and SCRD as the owner of the lands. The application would include referrals to relevant groups, a public information meeting, a public hearing, refinement of site planning and reports to SCRD Board for consideration. The cost of this application is \$7,400 and would be borne by SD46 as the applicant.

From a service perspective, a lease is preferred over a sale or land swap, as the intent is to protect the lands as park and maintain SCRD discretion for future community uses.

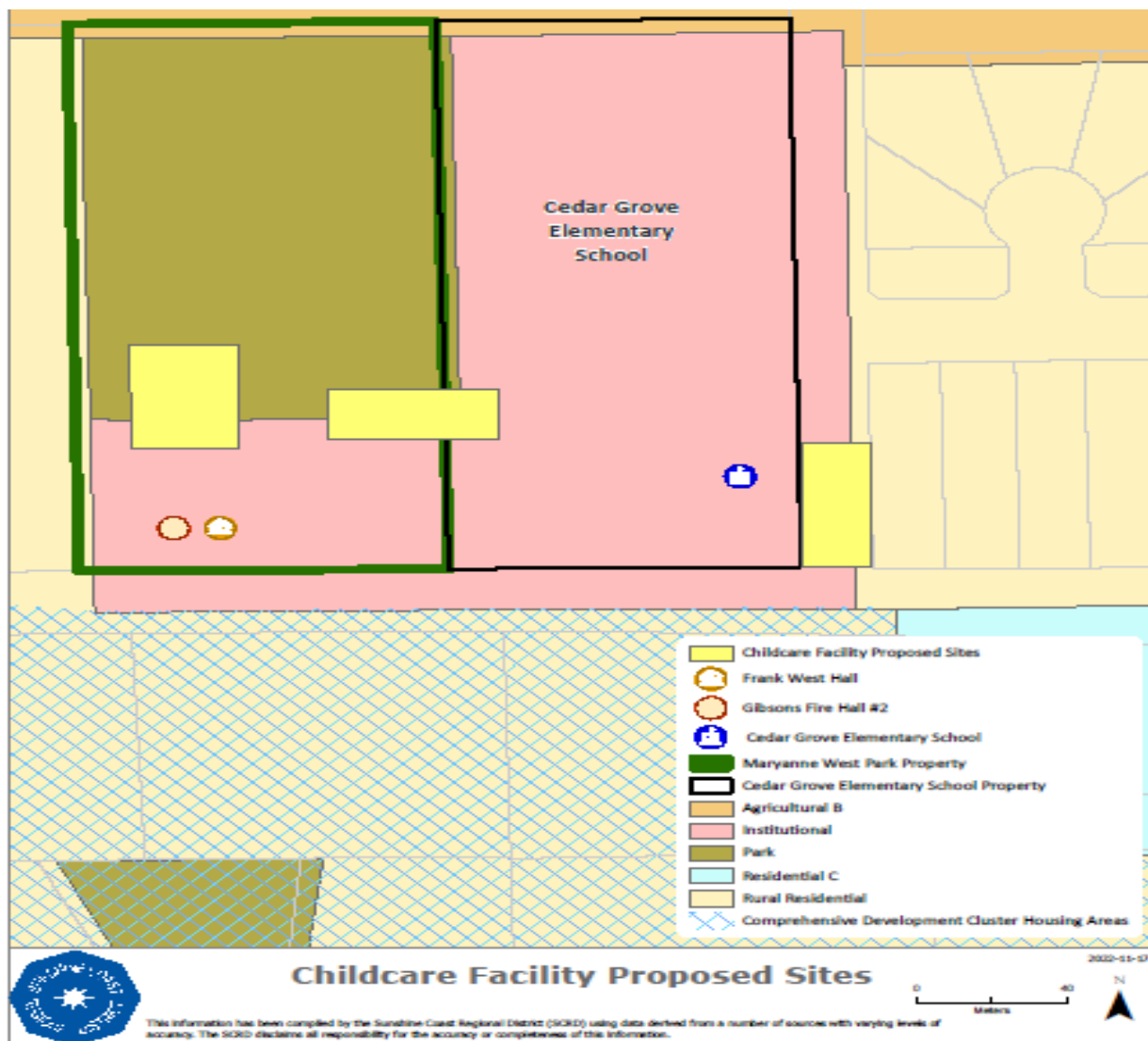


Figure 2.0 – Map of Proposed Childcare Facility Locations and OCP Land Use Designation

Financial Implications

Planning Stage:

SD46 would be responsible for any costs associated with the grant application and legal costs, in addition to the OCP Amendment application that is assumed to be required to facilitate the proposal.

There are no operational financial implications to the SCRD, however, existing staff resources and time will need to be dedicated to moving the planning forward in 2023. This will include:

- Planning: Undertake OCP boundary adjustments to accommodate and support the project (cost recovery from this work is anticipated through the OCP Amendment application)

- Parks Services and Risk Management: Preparing agreements (costs accommodated through existing workplan). The SD46 application for funding requires an approved land lease of at least 15 years. SD46 is seeking a letter of support from the SCRD that confirms the Board's commitment to explore the long-term lease, should the application be successful. The SD46 is requesting this lease for \$1 per year with a minimum 15-year timeframe, along with a renewal option.
- Performing an analysis of any ongoing operational costs and preparation of a follow up report if/when funding has been received and the project advances to the construction design phase (costs accommodated through existing workplan)
- Communications: Inclusive communications plan about the project (costs accommodated through existing workplan)

The land lease agreement would include considerations for:

- Asset retirement obligations (including the SCRD's right to request land returned to previous state at the SD46 cost)
- Roles and responsibilities for the SCRD's land management
- Shared space operations and capital renewal contributions (e.g. road, parking lot)

Grant Approval and Construction Planning:

SD46 would be responsible for all costs associated with the planning and construction of the building, including any site upgrades required to support the construction as well as landscaping. These costs will involve required permitting, archaeological reconnaissance and any environmental permitting cost requirements. Park Operations would work in consultation with Planning, Protective Services and SD46 to ensure an ideal site design met. Much of this work would be done during the OCP amendment application stage to ensure the project fits community and technical needs.

Ongoing Operational and Capital Renewal Considerations:

SD46 would be responsible for all ongoing operating and capital asset renewal obligations for their leased land and any buildings/structures.

Any facility built within or adjacent to public parkland carries associated risk management, liability coverage increases, and costs associated with asset stewardship. Depending upon the final design, SCRD may incur increased costs directly related to the interface between properties, such as borders of trees and vegetation located next to buildings that may require a higher degree of regular inspections, maintenance, and hazard mitigation.

Other cost considerations may include future costs associated with the replacement of assets on shared properties (i.e. septic system repairs, re-paving, etc.). Staff would return to the Board with more information on potential ongoing costs prior to entering into a lease agreement.

Staff recommend the following:

- That the SCRD Board provide a letter of support to accompany the SD46's application to the *Childcare BC's New Spaces Fund*. This letter will 'support in principle' the project proposal for the development of a new childcare facility within Maryanne West Park (according to Option No. 3), as well as a long-term land lease agreement with SD46.
- Staff return to the Board with a report to identify any associated costs and considerations for next steps once grant funding has been approved and prior to entering into a lease agreement.
- SD46 make an application for OCP boundary amendments to accommodate the project on SCRD parkland, as well as begin negotiations and work necessary to develop a long-term, nominal rent lease between SCRD and SD46.

Organizational and Intergovernmental Implications

This project, funding application and proposed long-term, nominal rent lease arrangement for SD46 occupancy on a portion of SCRD's Maryanne West Park would continue to support collaboration and partnership between SD46 and SCRD and align with the principles of the Joint Use Agreement. The parties already have a history and long-standing positive working relationship at a several jointly managed properties throughout the regional district.

Timeline for next steps

With Board approval to proceed, staff are prepared to draft a letter of support and coordinate authorized signatures for SD46 project funding applications in early February 2023. Staff will also prepare OCP boundary adjustments once an application has been received by SD46.

A follow up staff report will be brought forward to the Board, once the funding application is successful, providing further information on the process, lease agreement as well as anticipated future costs and financial considerations associated with the SD46 project.

Communications Strategy

If the Board supports the long-term lease, funding is approved, and the project is to proceed, OCP boundary adjustments will be required to allow for the proposed use of public parkland. SCRD may need to engage in consultation with the community and Skwxwú7mesh Nation prior to formalizing support. SD46 has also offered to attempt to mobilize the local parent community to speak out in support of the project.

STRATEGIC PLAN AND RELATED POLICIES

SD46's request for a letter of support for funding application, as well as the possibility of a long-term lease/shared land arrangement at Maryanne West Park aligns with SCRD's 2019-2023 Strategic Plan's Strategic Focus Area of Working Together as well as the Joint Use Agreement.

CONCLUSION

Staff recommend support-in-principle for a long-term lease agreement with SD46 to construct and operate a childcare facility on a portion of the Maryanne West Park property. This support in principle is intended to provide land tenure certainty, enabling SD46 to submit funding applications to the Childcare BC's New Spaces Fund, addressing an identified community need.

SD46 is willing to assume all responsibility and costs associated with planning and design, construction (including servicing), and ongoing operating costs of the leased land and associated buildings on said land.

Given the length of time required, SD46 would immediately begin the process of OCP boundary amendments with SCRD. If funding applications are approved, staff will begin to prepare for long-term lease negotiations and bring back a report to the Board with an update and analysis that further defines and estimates the anticipated SCRD costs and impacts of the project for Board consideration.

ATTACHMENTS

Attachment A – SD46 formal request for letter of support

Reviewed by:			
Manager		Finance	X - T. Perreault
GM	X - S. Gagnon X - I. Hall	Legislative	X - S. Reid
CAO	X - D. McKinley	Other	X - V. Cropp



SCHOOL DISTRICT 46 - SUNSHINE COAST
Excellence in all we do!

BOARD OF EDUCATION

Delivered via email to: board@scrd.ca

October 14, 2022

Sunshine Coast Regional District
Chair Siegers and Board
1975 Field Road
Sechelt, BC V7Z 0A8

Dear Chair Siegers and Board,

RE: Partnership opportunities at the Cedar Grove Elementary / Maryanne West Park sites

On behalf of the Board of Education, I am writing to request that staff from our organizations work to explore partnership opportunities at the Cedar Grove Elementary / Maryanne West Park sites to support the development of a childcare centre.

We believe that the creation of childcare spaces directly aligns with initiatives that are supported by the regional district. The regional partnership to create SCREDO, for example, demonstrates the importance of economic development to local government on the Sunshine Coast. The link between childcare and economic development is critical as it represents the removal of a structural barrier to just, equitable and inclusive economic development. As our community continues to recover from the pandemic, you may be aware of the disproportionate burden shouldered by women who exited the workforce to assume home-based responsibilities in the absence of school and formal childcare. Gender equity aside, the opportunity cost of untapped labour in the form of stay-at-home parents who would otherwise be working outside the home if affordable and accessible childcare was available.

The Cedar Grove site was recommended by our District Principal of Early Learning as an area in need of licensed childcare options. Staff from both of our organizations have had preliminary conversations about a suitable location at the Maryanne West Park site. If supported by both SD46 and the SCRD, the district would apply for funding to create a total of 66 new spaces supported by Childcare BC's New Spaces Fund: 12 for infants/toddlers, 24 for children three to kindergarten, and up to 30 for school-age children. **In order to proceed with that application for funding, the school district would require an approved land lease of at least 15 years.**

This funding stream opened on May 31 and is available until funding runs out or by the provincial fiscal year end. The province encourages applicants to submit their application by January 2023 for consideration, making time of the essence for this request.

Additional information on the funding stream is available at:

<https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/space-creation-funding/childcare-new-spaces-fund/primary-stream-apply>

As you may know, the school district has had several successful applications through Childcare BC's New Spaces Fund for childcare centres in Sechelt and Madeira Park. With construction costs continuing to rise, we see the need to act swiftly and pursue the development of a much-needed childcare site in support of families in our amazing community.

We thank you for your consideration of this request.

Yours truly,



Amanda Amaral
Chair, Board of Education

cc: Kate Kerr, Superintendent
Board of Education of School District No. 46 (Sunshine Coast)

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Shane Walkey, Manager, Utility Services
Sandi Bandara, Environmental Technician

SUBJECT: CHAPMAN WATER SYSTEM - SIPHONS UPDATE

RECOMMENDATION(S)

- (1) THAT the report titled Chapman Water System - Siphons Update be received for information;**
 - (2) AND THAT staff update the Board on the status of permit amendment applications related to the Chapman and Edwards Lake siphon systems in Q2 2023.**
-

BACKGROUND

The Chapman Water System is the main water supply for Sunshine Coast Regional District (SCRD) water users, supplying treated drinking water to about 90% of area residents. Chapman and Edwards Lake are the main water storage reservoirs, both located in Tetrahedron Provincial Park. SCR D water infrastructure in this Class A provincial park is regulated under the *BC Park Act* and the Ministry of Environment and Climate Change Strategy. SCR D water licenses are regulated through the *BC Water Sustainability Act* and the Ministry of Forests.

Since 2017, the Chapman Lake siphon system has increased water supply to the Chapman Water System during Stage 4 Water Conservation Regulations. The siphon system is made up of multiple pipes that can effectively augment Chapman Creek water supply by drawing down the lake further than existing reservoir infrastructure without the use of a pump or generator. In 2022, a second and similar siphon system was installed in Edwards Lake when the SCR D experienced extended drought into fall, remaining in Stage 4 for over 100 days.

Staff are requesting permission to continue using both siphon systems in Summer 2023, should the SCR D need to escalate water conservation regulations to Stage 4 in the Chapman Water System. However, staff have also included a budget proposal for funds to remove the Chapman Lake siphons as per the existing permit, which expires on October 31, 2023. In response to this budget proposal, the Finance Committee requested a staff report to the February 9, 2023 Committee of the Whole meeting with information regarding the current situation on the use of the siphons at Chapman Lake and the requirement to remove the siphons (127/23).

The purpose of this report is to describe the siphon system infrastructure, provincial permitting requirements, and next steps.

Chapman Lake Siphons

The SCR D first installed an emergency siphon system in Chapman Lake due to prolonged drought in 2017. The siphon system consists of five parallel high-density polyethylene pipes, which run over the existing dam structure and discharge into Chapman Creek. Each siphon pipe can flow at approximately 50 litres/second (L/s), providing access to an additional 1,000,000 cubic metres (m³) of water. This is equivalent to about a 6m drawdown in Chapman Lake.

Edwards Lake Siphons

In 2022, drought conditions persisted into fall, the SCRD activated an Emergency Operations Centre (EOC) to manage water supply and commissioned a second siphon system at Edwards Lake by mid-October 2022. This siphon system is a similar design to the Chapman Lake siphon system and consists of six parallel HDPE pipes. Each siphon pipe can flow at approximately 60 to 70 L/s, providing access to an additional 550,000m³ of water.

Water Licensing

The SCRD has water licences for each lake under the *BC Water Sustainability Act*. The Chapman Lake water licence is for 906,607 m³ or approximately 3m in depth. The Edwards Lake licence allows up to 863,436 m³, or approximately 3m in depth to be drawn down.

Use Approval (Short-Term Use of Water)

In addition to existing water licences, to operate the siphons the SCRD must seek a Use Approval. The Chapman Lake Use Approval allows an additional 1,000,000 m³ of water, and is in effect August 21, 2021, to August 23, 2023. The Edwards Lake Use Approval allows an additional 1,000,000 m³ of water, and is in effect October 6, 2022, to October 5, 2024.

For both Use Approvals, the diversion of water is subject to Environmental Flow Needs, set at 200 L/s in Chapman Creek, staff must inform shíshálh Nation prior to siphon operation, and the Park Use Permit must be active.

Park Use Permit (PUP)

As both Chapman and Edwards Lakes are in Tetrahedron Park, the SCRD requires a Park Use Permit (PUP) which authorizes water infrastructure at both lakes and a helicopter pad at Chapman Lake. The permit was issued for a 10-year term on February 1, 2014, and will end on January 31, 2024. Note that the PUP expires before the Edwards Lake Use Approval.

Temporary Permit Amendment for the Siphon Systems

The SCRD was also required to apply for a temporary permit amendment under the existing PUP for the construction and operation of the Chapman and Edwards Lake siphon systems. The current temporary permit amendment is valid until October 31, 2023.

The siphons may not be used until Stage 4 is in effect. Testing may occur within a 14-day timeframe during Stage 3 Water Conservation Regulations while preparing to declare Stage 4. Staff must also submit plans to the province for approval prior to the commissioning and decommissioning of siphon systems, including environmental and equipment plans, and a proposed timeline.

Financial Implications

In 2023, staff put forward a budget proposal for \$100,000 to remove the Chapman Lake siphon system, as per the current permit and should the SCRD not receive provincial approval to use the siphon system in 2023. This budget proposal was moved to Round 2.

In September 2022, the SCRD Board approved funds to decommission the Edwards Lake siphon system (248/22), and \$100,000 was approved as a carry-forward to the 2023 budget.

Timeline

Staff will apply for an extension to the Park Use Permit and Use Approval in February 2023 to continue using the siphon systems in Chapman and Edwards Lake in Summer 2023, if required. The application will include the Park Use Permit Management plan that describes the siphon operation, a work plan and engineering drawings.

The application, including supporting documents, is reviewed by a BC Water Officer and BC Parks Area Manager. The province can request additional information, such as current water supply status, other expansion initiatives and evidence of a water deficit.

The previous amendment application was submitted to the province on July 7, 2021. The Use Approval was issued on August 3, 2021, and the Park Use Permit was issued on August 8, 2022.

shíshálh Nation Consultation

The Province and the SCRD seek support from First Nations for water licences and permits. Once the amendment applications are completed, the SCRD provides the shíshálh Nation with a copy of the application package for their Rights and Title review. In previous years, including a shíshálh Nation letter of support to supplement the initial application has expedited the approval timeline.

ADDITIONAL NOTES

During previous discussions with BC Parks, it was noted by the province that the intent of the siphon system at Chapman Lake was for emergency use only, and not intended to be for long-term ongoing use. During discussions with the province in July 2022, the Park Use Permit was extended for an additional year (from October 31, 2022, to October 31, 2023), with the expectation the SCRD will plan to remove the siphon infrastructure by October 31, 2023, and have alternate measures in place to provide water should the community experience drought conditions into September 2023 when the siphons will be removed.

The Church Road Well Field Project is expected to be completed and operational by Summer 2023 and provide an additional five million litres of drinking water per day to the Chapman Water System. While the intention is to operate the Church Road Well Field once Water Conservation Regulations come into effect, to preserve stored water in Chapman and Edwards Lakes, it is possible, depending on weather patterns and drought conditions, that the SCRD will still require the siphon systems as an emergency water source in 2023.

CONCLUSION

There are multiple licences and permits required to install and operate the siphon systems in Chapman and Edwards Lakes that serve to increase water supply to the Chapman Water System. The siphon system has continued to work effectively since 2017 with minimum impact to the environment and has extended water supply for Chapman Water System users.

The SCRD will continue to work with the province to secure drinking water supply through the use of the siphons until such a time where the siphons are no longer needed to provide emergency drinking water supply during drought conditions.

Reviewed by:			
Manager		CFO/Finance	X – T. Perreault
GM	X – M. Edbrooke	Purchasing/Risk	X - V. Cropp
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Shane Walkey, Manager, Utility Services

SUBJECT: WATER SAMPLING SERVICES - CONTRACT TERM EXTENSION

RECOMMENDATION(S)

- (1) THAT the report titled Water Sampling Services - Contract Term Extension be received for information;**
 - (2) AND THAT the contract with Elements Materials Technology Group Limited for water sampling services be extended for an additional one (1) year period in the amount of \$45,937 (plus GST) with an amended contract value of \$200,841;**
 - (3) AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The Sunshine Coast Regional District (SCRD) is responsible for operating several wastewater treatment facilities, water treatment plants, water systems and landfills in the region. These systems are continuously monitored for groundwater, water and effluent control to ensure compliance with Vancouver Coastal Health (VCH) and the Ministry of Environment and Climate Change Strategy (MOE) regulations and associated reporting requirements.

The Utilities Services and Solid Waste Services Divisions collect and analyse drinking water, wastewater, and surface and groundwater samples from these systems for multiple parameters to ensure regulatory compliance, and for the protection of the environment and public health.

In 2019, the SCRD requested quotations from qualified contractors to conduct sample analysis for SCRD Environmental Monitoring Programs and signed a one-year contract with Elements Materials Technology Group Limited (Elements) (formerly Exova Canada Inc.). The original contract term with Elements was from April 15, 2019, to April 14, 2020, with options to extend for four one-year periods. In February 2021, and February 2022, the SCRD extended the contract with Elements for two terms of contract extensions from April 15, 2021, to April 14, 2022, and April 15, 2022, to April 14, 2023, respectively. There is one more one-year period contract extension option remaining.

The purpose of this report is to review the option to extend the contract with Elements for another final one-year term to April 14, 2024.

DISCUSSION

Elements has provided the SCRD with water sample analysis reports since 2019 and has exercised the contract to satisfaction. The contract was renewed for one-year periods in 2021 and in 2022 and staff have remained satisfied with the service provided by Elements. The contract with Elements has allowed the SCRD to provide monitoring reports to the regulatory agencies in a timely professional manner.

Options and Analysis

Staff have remained content with the level of service and quality of reports from Elements since the contract renewal last year. Elements continues to offer disposal, filtration supplies, archival data retrieval, containers, coolers and ice packs at no additional cost which is of added value to the SCRD. Staff have found reliability in the reports and the pricing has remained competitive. Additionally, Elements has provided emergency sample analysis and has provided same day rush reports at the quoted prices to accommodate for several emergency situations.

Table 1 shows overall percent increases since 2019 and proposed percentage increases for 2023.

Table 1: Elements Contract Pricing Comparison (%)

Description	Average Annual Increases			
	2019-2020	2020-2021	2022-2023	2023-2024
Solid Waste - water quality sampling	68.9%	2.0%	11.9%	10.2%
Drinking Water - water quality sampling - drinking water sub-package	3.0%	1.9%	3.0%	11.8%
Drinking Water - water quality sampling - disinfection bi-products	3.0%	2.0%	3.0%	2.6%
Waste Water - effluent quality sampling - quarterly	3.0%	9.5%	3.0%	2.9%
Waste Water - effluent quality sampling - monthly	-0.9%	2.0%	7.0%	2.9%
One-time Sampling	3.0%	2.0%	3.0%	6.9%
Annual Cost	25.0%	2.0%	6.9%	6.3%

The 68.9% increase in cost to solid waste sampling between 2019 and 2020 was based on an additional set of parameters to the solid waste sampling program as recommended by the SCRD's contracted landfill engineering consultants, XCG Consulting Limited (XCG).

For the 2022/2023 service period, the SCRD has discontinued surface water sampling at the Gibsons Landfill as recommended by the Gibsons Landfill closure plan and XCG. Furthermore, there will be an addition of two new test wells installed at the Sechelt Landfill, increasing the amount of groundwater testing for the 2022/2023 period.

For the 2023/2024 service period, an additional well was installed at the Sechelt Landfill. Due to planned capital projects and the observed increase in emergency situations, additional surface water testing was included in the budget.

The quality of water production wells is sampled regularly and results are posted on the SCRD website. Church Road Well Field will be coming online this year and additional groundwater testing for drinking water quality has been included. Also, a 5% contingency to account for

emergency sampling analysis has been included which increased the average annual costs in 2023/2024.

Staff have found Elements pricing to be acceptable and competitive and recommend that the contract term be extended by an additional final one-year term.

Financial Implications

Elements original pricing submission was re-evaluated and compared to current market pricing. Table 2 below shows the breakdown of the overall contract value. This contract extension will result in a total contract value of \$200,841, which requires Board approval to proceed.

Table 2: Contract Value Details

	Cost
Original Contract Value - 1 Year (2019/2020)	\$31,686
1 st Contract Extension - 1 Year (2020/2021)	\$39,602
2 nd Contract Extension - 1 Year (2021/2022)	\$40,407
3 rd Contract Extension - 1 Year (2022/2023)	\$43,210
Proposed 4 th Final Contract Extension – 1 Year (2023/2024)	\$45,937
Total Contract Value	\$200,841

Water sampling services will be funded from approved budgets from Regional Solid Waste [350], and Regional [370], South Pender [366] and North Pender [365] Water Service Areas. The cost increases can be funded within the approved operational budgets and does not require a Financial Plan amendment.

STRATEGIC PLAN AND RELATED POLICIES

Water sampling services and associated reporting to comply with all regulatory body requirements is consistent with SCRD Climate Change and Resiliency strategies, as well as the Purchasing Policy and social procurement.

CONCLUSION

The SCRD entered a one-year contract in 2019 with Elements for water sampling services for the Utilities Services and Solid Waste Services Divisions with options to extend for up to four one-year periods.

The contract has been extended three times, with the third extension set to expire on April 14, 2023. Staff have reviewed the submission of updated pricing from Elements and recommend exercising the right to extend the contract for an additional final period of one-year with a maximum 2023/2024 annual upset value of \$45,937 (plus GST). This contract extension will result in a total contract value of \$200,841, which requires Board approval to proceed.

Reviewed by:			
Manager	X – M. Sole	CFO/Finance	X - T. Perreault
Acting GM	X – M. Edbrooke	Purchasing/Risk	X - V. Cropp
CAO	X - D. McKinley	Legislative	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Shane Walkey, Manager, Utility Services

SUBJECT: **SUPPLY AND DELIVERY OF BRASS WATER SERVICE FITTINGS CONTRACT TERM EXTENSION**

RECOMMENDATION(S)

- (1) THAT the report titled Supply and Delivery of Brass Water Service Fittings Contract Term Extension be received for information;**
 - (2) AND THAT the SCRD extend the existing contract with Flocor Inc. for the supply and delivery of brass water service fittings for an additional one (1) year period in the amount up to \$73,902 (plus GST), which will result in an amended contract value of \$228,709;**
 - (3) AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The Utilities Services Division purchases and maintains an inventory of brass water service fittings on an ongoing basis to ensure the water and wastewater systems are suitably maintained, repairs can be done in a timely manner, and supplies are available for new servicing and system renewal.

In 2018 and 2019, the Sunshine Coast Regional District (SCRD) requested offers from qualified companies to supply and deliver a variety of brass water service fittings, such as couplings, valves and bushings on a per piece “as and when required basis” and signed an initial three (3) year contract with Flocor Inc.

The term of the original contract with Flocor Inc. was March 15, 2019 to March 14, 2022 with options to extend for two (2) additional one (1) year periods at the sole discretion of the SCRD.

In February 2022, the Board approved staff’s recommendation to extend the original contract with Flocor Inc. by an additional one (1) year period.

The purpose of this report is to review the option to extend the existing term of the contract with Flocor Inc. for an additional one (1) year term, extending the contract to March 14, 2024.

DISCUSSION

Flocor Inc. has provided the SCRD with waterworks materials since 2015 and has consistently met the needs of the Utility Services Division in terms of material quality, availability of supply, and competitive pricing, and staff have remained satisfied with the level of service they have provided. The existing contract with Flocor Inc. has expedited the procurement process which has led to improved efficiency within the Utility Services Division. Table 1 (below) outlines the existing contract term and values.

Table 1: 2019-2023 Flocor Inc. Contract

	2019-2020	2020-2021	2021-2022	2022-2023	Total
Value	\$37,580	\$37,580	\$37,580	\$56,847	\$169,587

Options and Analysis

Staff are content with the level of service and quality of material supply from Flocor Inc. since the contract initiation in 2019. The existing contract with Flocor Inc. had static pricing for the initial three (3) contract years between 2019 and 2022.

When Flocor Inc. provided the SCRD with updated pricing for material supply for an additional one (1) year term between March 15, 2022, and March 14, 2023, their pricing submission included generally an 8.67% increase. The following table identifies the proposed price increases that Flocor Inc. has provided the SCRD for the proposed one-year additional term between 2023 and 2024.

Table 2: Flocor Inc. Contract Pricing Comparison (%)

	Average Annual Increases (2019 - 2022)	Annual Increases (2022 - 2023)	Proposed Increases (2023-2024)
Tees and Flares	0.00%	8.67%	4.00%
Adapters and Corp Stops	0.00%	8.67%	4.00%
Elbows and Bends	0.00%	8.67%	4.00%
Compression Couplings	0.00%	8.67%	4.00%
Bushings and Nipples	0.00%	15.78%	4.00%
Misc.	0.00%	8.67%	4.00%

The material composition of the above-mentioned brass service fittings includes over 60% copper tube; a commodity that has continued to increase in market value over the last several years. In addition, global material supply challenges and inflationary pressures, as well as shipping costs, have had an ongoing impact on costs within Flocor Inc. and the marketplace in general.

Staff have found Flocor Inc.'s pricing to be acceptable and competitive, and recommend that an additional one (1) year term be signed with Flocor Inc. for the supply and delivery of brass water service fittings identified in the updated item listing provided.

Financial Implications

Staff have reviewed historical quantities and anticipated material quantities that will be required over the next one (1) year contract term and have estimated the figures in Table 3 (below).

Table 3: Contract Value Estimate

2023/2024 Contract Value Estimate	\$59,121
25% Contingency	\$14,780
One (1) Year Contract Upset Value	\$73,901 (plus GST)

The estimated annual quantities of material that were considered when calculating the 2023 and 2024 values were based on historical and anticipated material supply requirements. However, the total quantity of items purchased will be determined as and when required by the volume of work approved through the budget process, level of third-party servicing requirements, and planned and reactive maintenance.

In addition to the base costs, it is recommended that a 25% contingency be added into the final purchase order value to allow for variations in projects and/or scheduled and reactive maintenance during this next one (1) year contract term.

The total revised contract value, including the current 2019-2023 and the recommended 2023-2024 additional term, will total \$228,709.

The ongoing purchase of brass water service fittings will be funded through annual operations and capital budgets as approved through annual budgeting processes. Costs will be allocated to the service function that the work is being carried out through each work order.

STRATEGIC PLAN AND RELATED POLICIES

The procurement of materials to support the improvement of capital infrastructure is consistent with Section 4.10, Capital Maintenance and Replacement, of the SCRD Financial Sustainability Policy.

Scheduled maintenance and capital asset repairs and betterments are consistent with organizational Asset Management principles.

CONCLUSION

The SCRD entered into a three-year contract in 2019 with Flocor Inc. for the supply of brass fittings and related waterworks materials which originally expired on March 14, 2022. The contract included the option to extend the original contract for up to two (2) one-year periods. The SCRD renewed the contract in 2022 for an additional one-year term which is scheduled to expire on March 14, 2023. The contract allows for one (1) final additional one-year extension if both parties agree to terms.

Staff have reviewed the submission of updated pricing from Floco Inc. and recommend exercising the right to extend the contract for an additional (and final) one (1) year period for the supply and delivery of brass fittings with a maximum 2023 and 2024 annual upset value of \$73,902 (plus GST). The total contract value, which will include the initial three (3) year term and two (2) additional one-year terms, will total \$228,109.

Reviewed by:			
Manager		Finance	X - T. Perreault
Acting GM	X - M. Edbrooke	Legislative	
CAO	X - D. McKinley	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023

AUTHOR: Bryan Shoji, Manager, Capital Projects

SUBJECT: REQUEST FOR PROPOSAL 2237019 CONTRACT AWARD FOR WOODCREEK PARK
WASTEWATER TREATMENT PLANT UPGRADE ENGINEERING SERVICES

RECOMMENDATION(S)

- (1) THAT the report titled Request for Proposal 2237019 Contract Award for Woodcreek Park Wastewater Treatment Plant Upgrade Engineering Services be received for information;**
 - (2) AND THAT a contract for engineering services be awarded to Integrated Sustainability Consultants Ltd., in the amount up to \$118,000 (excluding GST);**
 - (3) AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

Originally constructed in 1999, the Woodcreek Park Wastewater Treatment Plant (WWTP) provides treatment of liquid wastewater to 73 properties within the Woodcreek Park subdivision, located in Electoral Area E.

The current treatment system is not functioning to original specifications and has numerous performance deficiencies related to both treatment and collection. The Sunshine Coast Regional District (SCRD) has received advisories from the Ministry of Environment and Climate Change Strategy (MOE) indicating compliance issues with the current effluent permit due to effluent quality and flow related results at the facility.

In 2020 the SCRD retained engineering consultants MSR Solutions Inc. (MSR) to assist with analyzing the current treatment system and to recommend cost-effective solutions to replace the recirculating filter treatment process. MSR submitted a final report to the SCRD in mid-October 2020 that provided technical analyses and recommended that additional improvements be carried out on the treatment plant headworks and primary treatment process, as well as work on the sewer collection system to reduce infiltration and inflow.

On October 22, 2020, the SCRD applied for grant funding for the expanded project scope under the Investing in Canada Infrastructure Program – Rural and Northern Communities (ICIP-RNC) and received approval on May 11, 2022. The term of the grant agreement is between February 9, 2022 (commencement date) and March 31, 2026 (completion date) with a grant value of \$769,000 towards a total project budget estimate of \$968,591.

Due to the expanded scope of services, a Request for Proposal (RFP) 2237019 was issued on November 28, 2022, to secure a qualified engineering consultant to complete the wastewater treatment plant and collection system detailed design, tender specifications and tender services required to bring the treatment plant into regulatory compliance and satisfy the terms of the grant agreement. The RFP closed on January 4, 2023.

DISCUSSION

RFP Response

Two compliant bids were received in response to the RFP. A summary of the proponents and bid prices is provided below.

Proponent	Base Fee	Future Scope	Total Bid Price
Integrated Sustainability	\$53,499	\$48,381	\$101,880
MSR Solutions Inc	\$45,400	\$54,470	\$99,870

Led by the SCRD's Purchasing Department, the evaluation team independently reviewed and scored the proposals based on the evaluation criteria set out in the RFP. Based on this evaluation, Integrated Sustainability was the highest ranked submission and staff recommend the Woodcreek Park Wastewater Treatment Plant Upgrade contract be awarded to Integrated Sustainability Consultants Ltd.

Contract Award

The initial contract award will be for the base fee amount of \$53,499, which covers detailed design, tender specifications and construction tendering services. The future scope pricing is the estimated value of \$48,381, submitted for construction management and post construction engineering services, which will not be awarded until the detailed design is complete.

As the construction management and post construction engineering services costs will fluctuate depending on the complexity and constructability of the final design solution, staff recommend that a 15% contingency be built into the upset contract limit, raising the total contract award value to \$118,000. This represents an upset limit and the SCRD will only be charged based on actual work performed and approved.

Financial Implications

A comprehensive cost estimate for this project was submitted as part of the October 2020 ICIP-RNC grant application using the construction cost estimate provided by MSR Solutions in their October 2020 report. The current project budget is \$968,591, which includes a 30% contingency that should be adequate to cover inflationary construction cost escalations since the estimate was completed. The \$118,000 contract for engineering services can be accommodated within the current budgetary limits.

STRATEGIC PLAN AND RELATED POLICIES

The wastewater treatment and collection system upgrades reflect the objectives identified in the Strategic Plan, including the Strategic Focus Area of *Asset Stewardship*.

CONCLUSION

RFP 2237019 was issued to secure an engineering consultant to provide detailed design and tendering services to upgrade the Woodcreek Park Wastewater Treatment Plant and sewer collection system to meet regulatory requirements and grant commitments. The SCRD received two compliant responses. Integrated Sustainability Consultants Ltd. was determined to be the best value for this project.

Staff recommend awarding a contract for the Woodcreek Park Wastewater Treatment Plant upgrades in the amount of up to \$118,000 (plus GST). As this is within the Board approved budget, no Financial Plan amendment is required.

Reviewed by:			
Manager	X - S. Walkey	CFO/Finance	X - T. Perreault
Acting GM	X - M. Edbrooke	Legislative	
CAO	X - D. McKinley	Purchasing/Risk.	X – V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – February 9, 2023**AUTHOR:** Mia Edbrooke, Acting General Manager, Infrastructure Services**SUBJECT:** INFRASTRUCTURE SERVICES DEPARTMENT – 2022 Q4 REPORT

RECOMMENDATION(S)**THAT the report titled Infrastructure Services Department – 2022 Q4 Report be received for information.**

BACKGROUND

The purpose of this report is to provide an update on activities in the Infrastructures Services Department for the fourth quarter (Q4) of 2022: October 1 – December 31, 2022.

This report provides information from Water and Wastewater and Solid Waste Services provided by the several divisions within the department.

This report does not provide a detailed overview of all projects within the department, more detail is included in the Budget Project Status Report and is frequently presented to the Board.

Utilities Services Division [365, 366, 370]

The Utilities Services Division serves three water service areas, the North Pender Water Service Area [365], the South Pender Water Service Area [366], and the Regional Water Service Area [370]. The Regional Water Service Area includes the Chapman Water System as well as the smaller systems of Egmont, Cove Cay, Granthams Landing, Soames Point, Langdale, and Eastbourne. The Utilities Services Division is also responsible for 18 wastewater facilities in Areas A, B, D, E, and F.

The Sunshine Coast Regional District (SCRD) water systems supply potable water to approximately 23,000 residents between Egmont and Langdale. This includes operations and maintenance of the Langdale, Soames Point, Granthams Landing, Eastbourne (Keats Island), Chapman/Gray Creek including the Chapman Creek Water Treatment Plant, the South Pender Harbour Water Treatment Plant, Cove Cay, Egmont and the North Pender Harbour Water Systems. In addition to water for drinking, these water systems supply potable water used for fire protection, recreation (pools and ice rinks), industrial use and irrigation.

Combined, the SCRD water systems consist of over 382 km of watermains, 24 storage reservoirs, 20 pump stations, 38 pressure reducing valve stations, 1,422 fire hydrants, 6 chlorination stations, 12 water treatment facilities, 18 water service areas and approximately 11,516 water connections.

This Quarterly Report includes information about larger capital works projects and noteworthy program developments, as well as monthly water distribution volumes for all water systems.

PROJECTS - CAPITAL WORKS

Watermain Replacement Program

- Henry Road Watermain Replacement
 - The final design and construction drawings are complete for the replacement of the asbestos cement watermain along Henry Rd, north of Reed Road. This construction work is to take place in February-March, 2023.
- Eastbourne Watermain Burying
 - The issued for construction drawings are complete for the replacement and burying of the above-ground 2 inch PVC pipeline on Keats Island. Project construction is scheduled to be initiated in 2023.
- San Souci Bridge Watermain Replacement
 - This project provides for the relocation of the waterline from underneath and within the bridge structure to a new alignment adjacent to and parallel to the bridge. The Invitation to Tender was issued in mid-January 2023 with construction anticipated to start in March 2023.
- Wescan Marine Crossing Watermain Replacement
 - This project provides for the replacement of the marine crossing watermain between Wescan Road and Sans Souci Road in Secret Cove. All works in the water are completed. Above high-water mark work and tie-in works to be completed in late Q1 2023.

Water Projects

- Groundwater Investigation – Phase 4B Church Road Well Field Construction
 - Phase 4A was tendered in November 2021 and the construction contract was awarded at the January 13, 2022 Board meeting. Construction of all the watermain has been completed and were tied into the existing water system as part of the Emergency Drought Response Plan. The Motor Control Centre and Programmable Logic Unit components have been installed and pump testing and prestart up testing is scheduled to be completed by mid-February. The Engineer of Record, Associated Environmental, is working with the Province to provide additional stream flow data and other studies in order to obtain Provincial approval to allow the final commissioning of the improvements.
- Groundwater Investigation Phase 3 – Part 2: Langdale Well Field Development and Maryanne West Park Monitoring
 - Langdale Well Field Development: The design services and well drilling contract was awarded in November 2021. In Q1 2022, well development activities were pending issuance of archaeological permits. These permits were obtained early Q2 2022 which allowed for a water licence application submission to be completed in Q4 2022. Test well No. 1 and 2 are fully developed. Pump stress tests are to be completed in February 2023.
 - Maryanne West Park Well Development: The development of the Request for Proposal (RFP) for this project is currently scheduled to be initiated in fall 2023.

- Eastbourne Groundwater Development
 - Drilling of three new test wells began November 21, 2022. The SCRD has abandoned the option of using a private well. Test well drilling was completed in 2022. The 72-hour pump stress tests are to be completed in January 2023. Project completion is anticipated by Q2 2023.
- Raw Water Reservoir(s) – Feasibility Study Phase 4
 - In early 2022, consultation with First Nations on the land tenure for the geotechnical drilling component of this project was completed and the consultant is in the process of obtaining the final required permits. The geotechnical drilling and subsequent analysis and reporting is expected to be complete by late Q2 2023.
- Water Meter installation – Phase 3
 - An RFP for the supply and installation of approximately 4,500 water meters within the District of Sechelt was issued on December 22, 2022. The contract award is expected in 2023 Q1. Targeting completion by summer 2024.
- Chapman, Edwards, McNeill Lake and Saddle Dam Safety Upgrades
 - This project is to complete the technical assessments, permitting, design and construction of the required safety upgrades to these three dams. Design drawings and specifications are currently under review by the SCRD. Construction tendering has been delayed due to procuring the necessary environmental permits.
- Chapman Water Treatment Plant Chlorination Project
 - This project is intended to replace the chlorination system at the Chapman Water Treatment Plant. The project is currently under construction. Project completion is anticipated for late Q2 2023.
- Chapman Creek Water Treatment Plant UV Upgrade
 - The new UV system will be designed for redundancy, while the current UV system only employs a single UV module, the regulatory requirement is to have multiple UV systems to allow for redundancy in case of failure of a single unit. Preliminary design and cost analysis have been completed with the total project cost exceeding the current budget. The design work will continue with a focus of identifying efficiencies to the design to reduce the overall cost. A budget proposal will be brought forward for 2023 with construction and installation work to be completed in Q3-Q4 2023.
- Chapman Creek Water Treatment Plant Residual Disposal and Planning
 - The Chapman Creek Water Treatment Plant produces residuals from the water treatment process which get released into holding ponds. In collaboration with the shíshálh Nation and Lehigh Hanson, a temporary measure is in place to avoid overflow during the fall, winter and spring seasons. The listed parties are discussing and collaborating on technical assessments related to the implementation of a long-term solution.
- Chaster Well Surface Seal
 - The preliminary design is complete and drafting of the tender documents is currently scheduled for Q1 2023 followed by construction in Q4 2023.

- Cove Cay Pump Station Rebuild
 - The Cove Cay Pump Station needs upgrades such as a new roof, siding and interior work. All existing pump station interior infrastructure requires upgrading including the pump, motors, controls and fittings. A new intake line should also be considered as part of this upgrade as the current line is shallow and made of inferior piping. Road access to this pump station is challenging to drive on and a hard surface such as concrete or asphalt is proposed. Preliminary planning for this project has begun. Due to staffing workload, upgrades are to take place in 2023.
- Reed Road Pump Station Zone 4 Upgrade
 - The primary objective of this project is to increase the fire flows in the Cemetery Road area. Preliminary design is underway and construction is expected to take place in 2023. The results from the 2023 Water Modelling Report will be utilized in the design of the improvements.
- Garden Bay Water Treatment Upgrade Feasibility Study
 - The Feasibility Study is for upgrade options to the current treatment system to address water quality issues. The study will also include recommendations for a suitable back-up generator for the treatment plant. Final report to be issued in Q1 2023.

Wastewater Projects

- Woodcreek Wastewater Plant
 - The findings of a condition assessment were presented at the November 19, 2020 Infrastructure Services Committee meeting. Staff applied for Provincial/Federal grant funding and were informed in early May 2022, that the project grant application was awarded in the amount of \$769,000.

By repairing, reconfiguring, and replacing piping, tanks, and other components, the project will increase the quality of wastewater treatment at the plant. Improvements will be made to the collection and distribution which will ensure the system complies with provincial regulations. An RFP to complete detailed design and tender specifications closed on January 4, 2023. Targeting construction tender issue for Q3 2023.
- Square Bay Wastewater Plant Infiltration
 - More repairs to the collection system are required to avoid future non-compliance incidents. This work is ongoing.
- Roberts Creek Co-housing Wastewater Plant
 - Staff have completed work required to improve effluent quality and correct design errors. Monitoring and adjustments continue to improve the wastewater plant process and effluent quality.

Staff have completed the transfer of this plant from being regulated under the Municipal Wastewater Regulation, regulated by the Ministry of Environment and Climate Change Strategy, to being registered under the Sewerage System Regulation (SSR) with Vancouver Coastal Health. The SSR is a more appropriate regulatory framework for a plant of this size. The

operations of the plant will not change as a result of this transfer, but the administrative costs will decrease.

- Langdale Wastewater Plant
 - In February 2022, a grant application was submitted for funding support for required upgrades to this wastewater treatment plant under the Investing in Canada Infrastructure Program-British Columbia-Green Infrastructure-Environmental Quality Program. While the announcement of the result of this application is not expected until early 2023, staff will continue negotiations with the YMCA and will undertake technical assessments and preliminary design work.

Water and Wastewater Service Reviews

The table below provides an overview of the development projects that the Utility Services staff are currently reviewing for impacts to water and wastewater services. A significant amount of these will include extensions to the water distribution system, upgrades to existing systems, or the construction of new wastewater treatment plants.

<i>Water/Wastewater Development Under Review</i>	
Gower Point Road: 2 lots, water (Area E)	Derby Road: multi-unit development, water (DoS)
Bonniebrook: 15 lots, water (Area E)	Shoal Way/Lighthouse Ave: 40 lots, water (DoS)
Castle Road: 15 lots, water (Area E)	Selma Park Road: 107 lots, water (sNGD)
King Road: 7 lots, water (Area E)	Havies Road: 99 lots, water (DoS)
Grandview Road: 12 lots, water (Area E)	Tyler Road: multi-unit development, water (DoS)
Grandview Road: 2 lots, water (Area E)	Tower Road: 50 lot subdivision, water (DoS)
Reef Road: 42 units, water (DoS)	Redrooffs Road: 6 lots, water (Area B)
Binnacle Avenue: up to 605 lots/units, water (DoS)	Redrooffs Road: 50 lots, water/wastewater (Area B)
Wharf Road: 6 lots, water (Area F)	Lily Lake: 14 units, water/wastewater (Area A)
Truman Road: 51 lots, water/wastewater (Area B)	Bligh Road: 8 lots, water (DoS)
Mills Road/Bligh Road: multi-unit development, water (DoS)	Marine Way: 3 lots, water (DoS)
McCourt Road: multi-unit development, water (DoS)	Lee Road: 65 lots, water/wastewater (Area A)
McCourt Road: 5 lots, water (DoS)	Lee Road: 8 lots, water/wastewater (Area A)
Dusty Road Development: water (DoS)	Tudor Grove Road: 16 lots, water (Area A)
Ripple Way: 15 lots, water (DoS)	Chapman Road: 13 lots, water (DoS)

Inlet Avenue: 57 units, water (DoS)	Acorn Road: multi-purpose development, water (DoS)
Ripple Way: 28 lots, water (DoS)	Chapman Road: 13 lots, water (DoS)
Fairway Avenue: 15 lots, water (DoS)	Acorn Road: Phase 1, multi-family (DoS)
Nickerson Road; 2 lots, water (DoS)	Camp Road: 2 lots, water (Area E)

Note:

- The listed developments are in different stages of development; some are conceptual and there are no development applications submitted yet (e.g. the Binnacle Avenue development). Other development permits and water service applications are actively being reviewed.
- As both Utility Engineering Technician positions are currently vacant, the processing timelines for these types of applications has been substantially impacted.

Wastewater Community Information Sessions

In September, staff initiated information sessions about SCRD wastewater treatment facilities. Staff posted new webpages for each wastewater treatment facility on the Let's Talk SCRD platform where participants can find reports and videos and ask questions. Staff hosted two community information sessions for wastewater service participants. The sessions were promoted in local media, on social media, and on the SCRD's website. Meeting invitations were also sent to a mailing list of service participants that was compiled during engagements in 2020. These sessions, both online and in-person at the SCRD Field Road administration office, gave an overview of sustainable service delivery and how it relates to community wastewater facilities.

In October four additional online meetings were offered to discuss each plant in further detail.

Water Conservation Programs

- Approximately 680 residents are subscribed to the Monthly Water Use Update.
- Leak notification letters were sent to 300 residents in December. In addition, any commercial customers with a water leak received a notification on their Q4 utility bill.
- In 2022, the SCRD provided a total of \$24,000 in Rainwater Harvest Rebates, claimed by 34 properties. This has resulted in approximately 245,000 litres of new rainwater storage capacity.

Water Planning and Policy Development

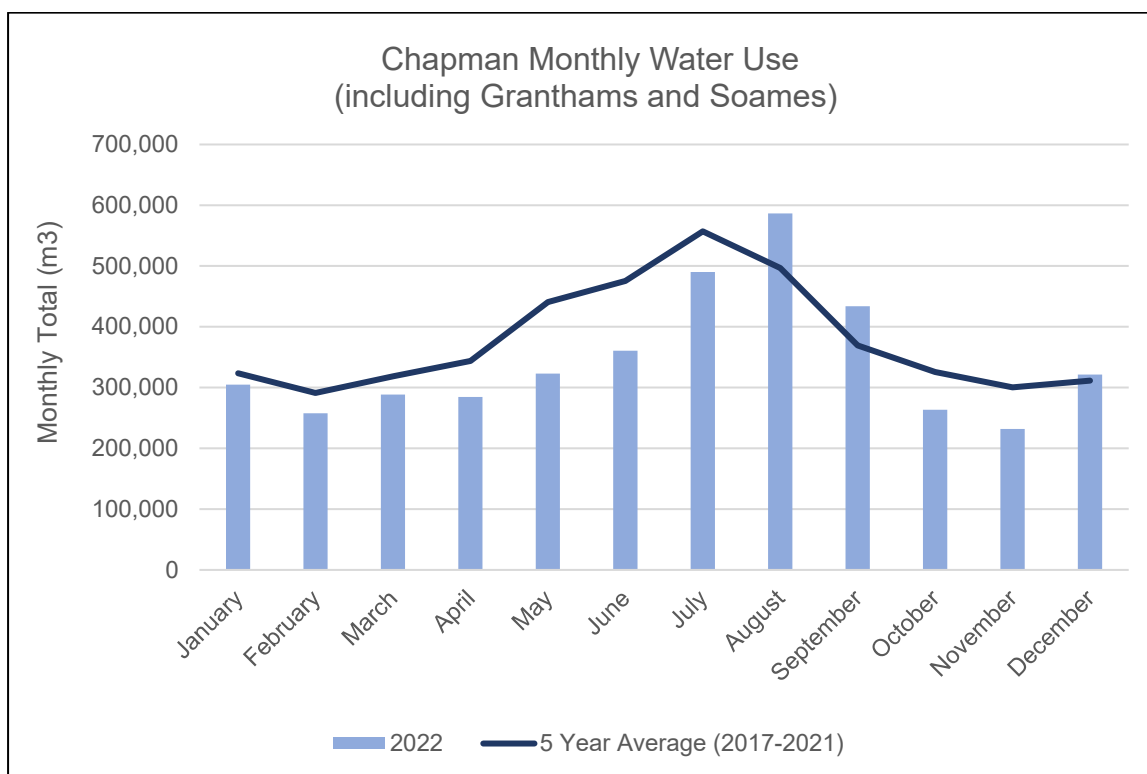
- SCRD Water Strategy
 - Eleven new members of the Water Supply Advisory Committee (WASAC) were appointed by the Board on September 22, 2023 and the first Committee meeting was held in early November. The WASAC will support the development and implementation of the forthcoming SCRD Water Strategy.
 - Staff compiled a draft Engagement Summary Report on the 2022 engagement and presented it to WASAC for feedback.

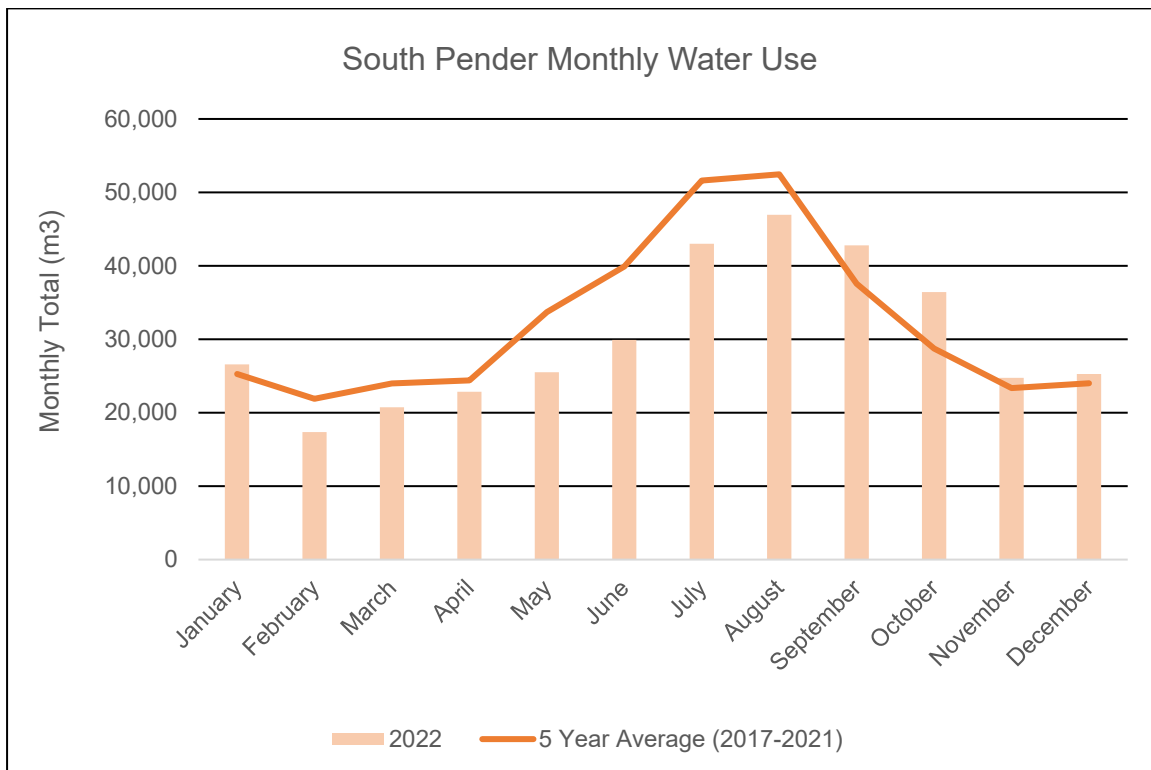
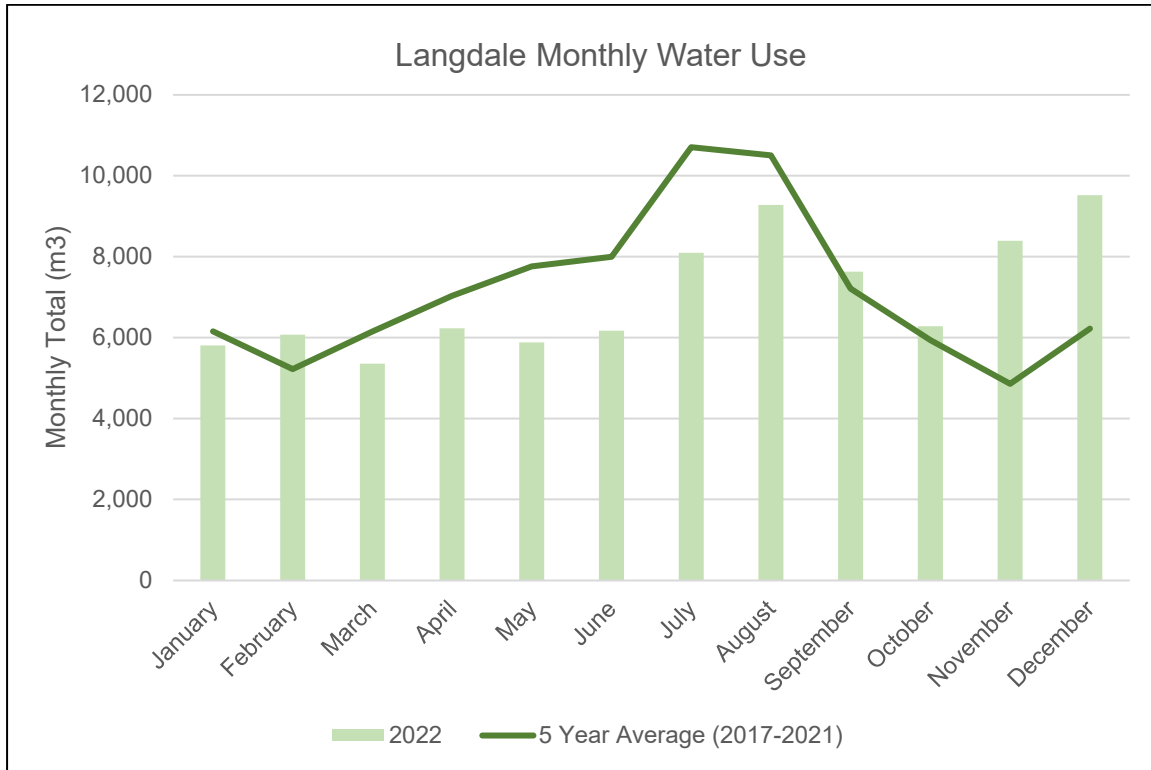
OPERATIONS - WATER DISTRIBUTION SYSTEMS

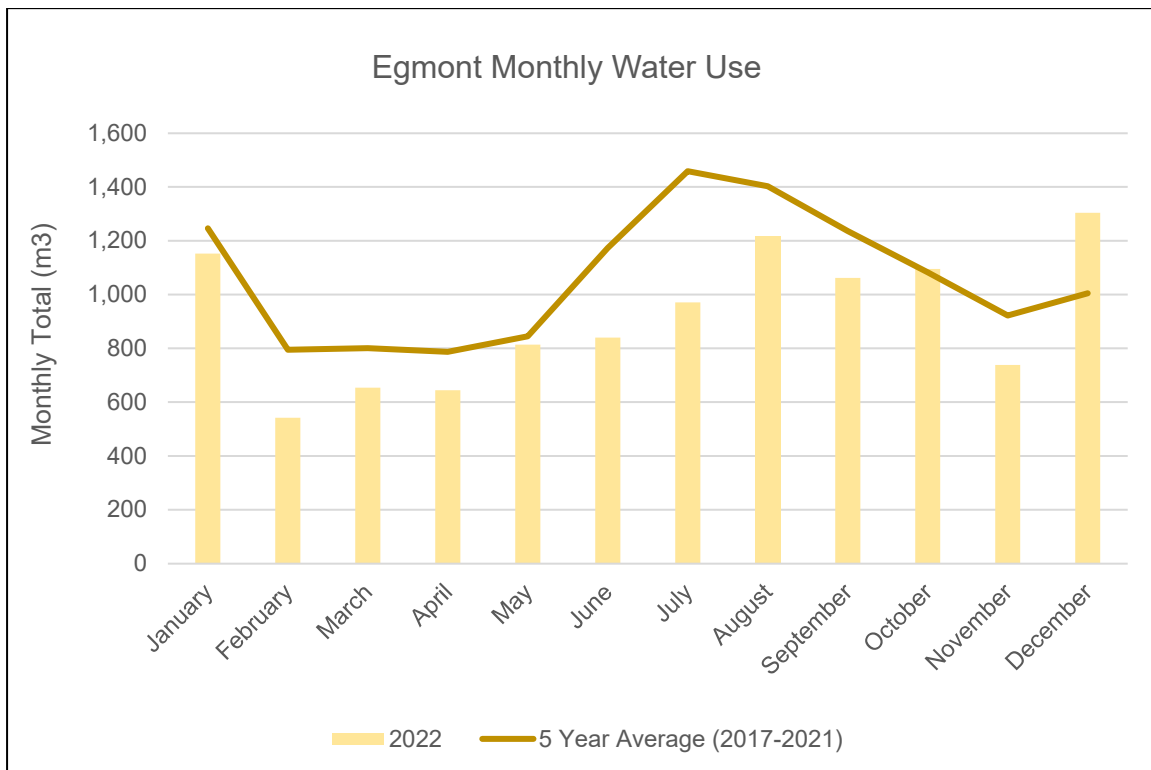
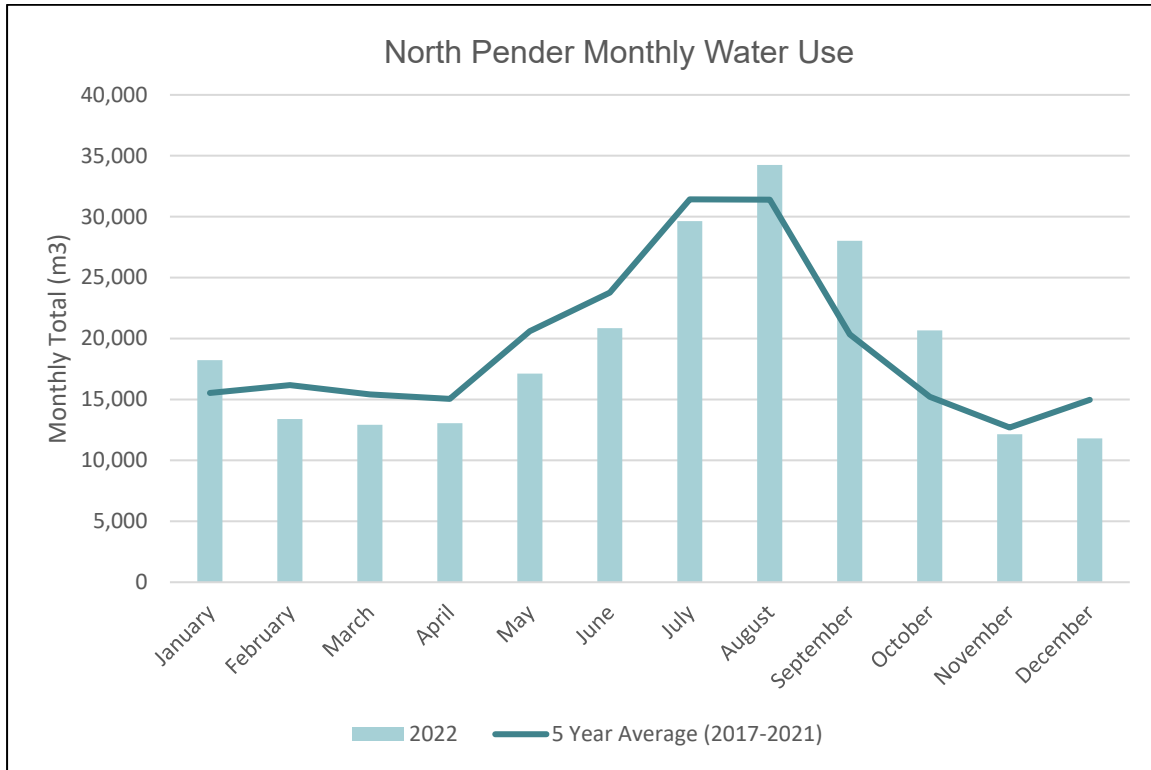
WATER USE PER WATER SYSTEM

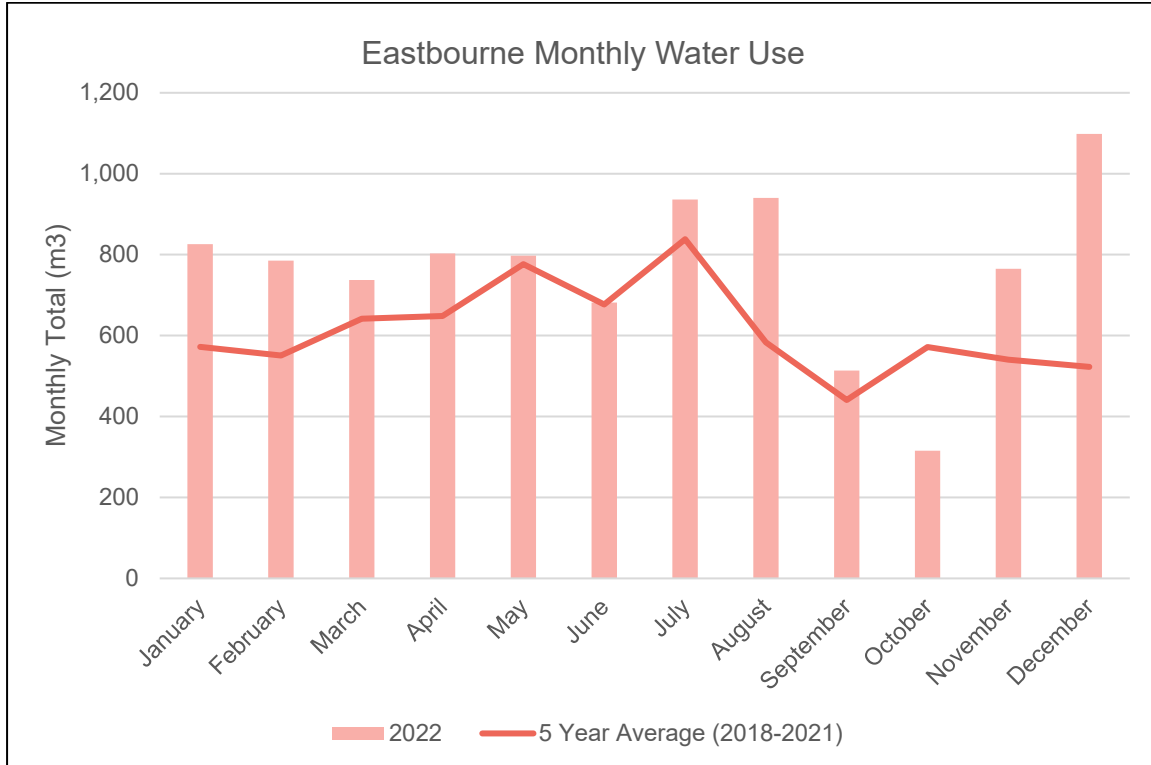
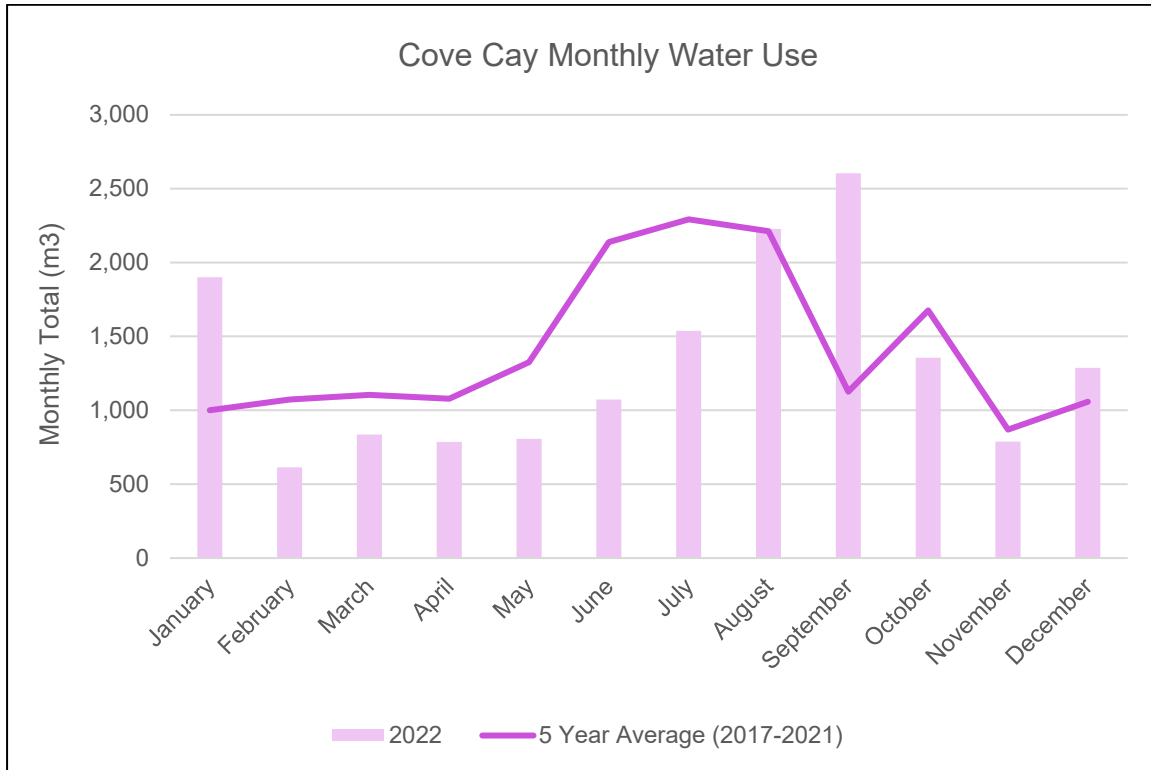
The following graphs show the 2022 monthly total water use per water system managed by the SCRD. Each graph presents the average monthly water use over the past five years (2017-2021).

Higher than average temperatures in August and September, and a prolonged summer drought where the Sunshine Coast experienced below-normal precipitation, impacted the water use in all water systems. Some water systems saw a higher-than-average monthly water use, while others a lower, in part due to the Water Conservation Regulations being in place.



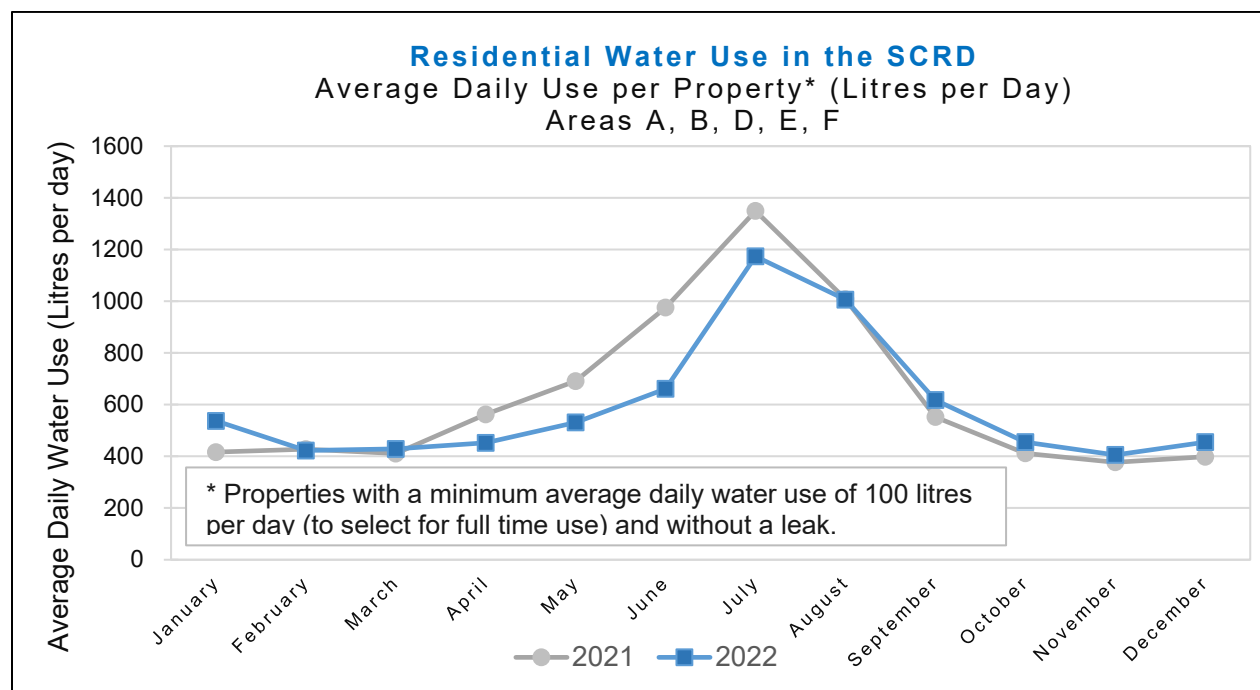






RESIDENTIAL WATER USE

The average daily residential water consumption in Q4 2022 was 438 L/day.



Solid Waste Services Division [350, 355]

The Solid Waste Services Division provides solid waste management for the Sunshine Coast. In British Columbia, Regional Districts are mandated by the Provincial *Environmental Management Act* to develop Solid Waste Management Plans. The SCR D's 2011 Solid Waste Management Plan (SWMP) guides how the SCR D manages its solid waste including waste diversion programs, services and disposal activities.

The division oversees the operation and maintenance of the Sechelt Landfill and the Pender Harbour Transfer Station. The division also maintains the contracts for curbside garbage and food waste collection services for Electoral Areas B, D, E and F, three recycling depots, and the green waste recycling program.

This quarterly report provides an update on current projects, diversion programs, services and monthly statistics.

Solid Waste Projects

Future Waste Disposal Options

As directed by the Board, staff retained the services of Sperling Hansen Associates (SHA) to conduct a second opinion on the results of the *Future Waste Disposal Options Detailed Analysis* to confirm the feasibility of developing a new landfill in the region. SHA will confirm the feasibility of developing a landfill site at the three identified sites in Halfmoon Bay and complete a preliminary scan of the region to identify if there are additional feasible sites. The analysis will be completed in early Q1 2023, and the results will be presented at a future Committee of the Whole meeting.

Additional work is anticipated to commence in Q2 2023 to analyze the feasibility of all future waste disposal options available to the Sunshine Coast, including landfilling and waste export, pending the approval of additional funding as part of the 2023 Budget process.

Solid Waste Management Plan Review and Update

Members of the Solid Waste Management Plan Public and Technical Advisory Committee were appointed by the Board on December 8, 2023. The purpose of the Committee is to provide a forum comprised of industry experts, member municipalities, and residents from a range of backgrounds to inform the review and update of the Solid Waste Management Plan. Staff plan to host the first Committee meeting in February 2023.

Work continued with consultant Morrison Hershfield (MH) on the Solid Waste Management Plan Update process through Q4. Staff and MH confirmed the work plan and began drafting a Communications and Engagement Plan, as well as a Current Systems Review Report that will provide a comprehensive review of the current solid waste management systems on the Sunshine Coast, including the programs, services, and costs. Staff anticipate public engagement will begin in spring-2023.

Waste Composition Study

The Waste Composition Study of residential and commercial solid waste commenced in Q2, 2022. Two sampling events took place in May and October 2022. The Waste Composition Report will be presented to the Board in February 2023. Staff will use the information generated from this study to inform decisions on future solid waste management practices.

Sechelt Landfill Stage H+ Closure

The Design, Operating and Closure Plan (DOCP) for the Sechelt Landfill requires that the landfill be progressively closed as it reaches full capacity based on final height. The Stage H+ closure consists of applying final cover to an area on the north, south and west slopes. Staff are currently working on options to relocate the contact water pond, which will alter the Stage H+ closure limits and design. The contact water pond relocation options report is expected in Q1 2023, after which the DOCP will be updated with new timelines for the Stage H+ closure works.

Biocover Feasibility Study - Phase 2

The SCRD identified a biocover as a potential final cover for the Sechelt Landfill when it closes in mid-2025. A biocover is a type of landfill final cover that is designed to oxidize methane emissions into carbon dioxide to reduce greenhouse gas (GHG) emissions. A Sechelt Landfill Biocover Feasibility Study Phase 1 was undertaken in 2020 which concluded that a biocover would provide economic benefits to the SCRD and community, and significantly reduce GHG emissions.

Staff have developed an RFP for Phase 2, a pilot study where a biocover will be added to a small portion of the Sechelt Landfill and monitored over a one-year period. A Partnership Agreement between the District of Sechelt (DOS) and SCRD was formalized in Q4 2022 for the provision of biosolids to complete the Phase 2 pilot should the SCRD decide to pursue a biocover for the final cover.

The RFP for Phase 2 is anticipated to be issued in Q2 2023, pending the approval of additional funding as part of the 2023 Budget process.

SOLID WASTE PROGRAMS

Metro Vancouver Municipal Waste Reduction Coordinator Committee (MVMWRCC)

Staff attended a MVMWRCC meeting on November 16, 2022. Updates were provided on the 2022 results for education campaigns, including the promotion of “super habits”, like bringing your reusable cup to the coffee shop.

British Columbia Product Stewardship Council (BCPSC)

Staff attended a BCPSC meeting on November 22, 2022. The Ministry of Environment and Climate Change Strategy provided information to the Council about which Extended Producer Responsibility (EPR) plans are due to come in for renewal and work being conducted on assessing accessibility in the province for the residential access to EPR programs.

Disposal regulation for food waste, food soiled paper and paper

Disposal regulations commenced on November 1, 2022. Education associated with the regulation for the landfill disposal of food waste, food soiled paper and paper continued through Q4.

Area A Food Waste Program

The Pender Harbour Transfer Station food waste drop off program commenced on November 1, 2022, coinciding with the food waste regulation start. The program is aimed at providing a food waste drop off option for residents and small businesses in Electoral Area A. Staff are continuing to reach out to the community and have provided a mailout to the area to assist with educating residents on the new program. From November 1 to December 31, 2022, the site received 4.3 tonnes of food waste from residents.

Major Appliance Recycling Program (MARR)

As of November 1, the Sechelt Landfill and Pender Harbour Transfer Station, in partnership with the MARR program, began accepting major household/residential appliances for free. From November 1 to December 31, 2022, the program accepted 391 appliances from residents.

Textile Recycling Program

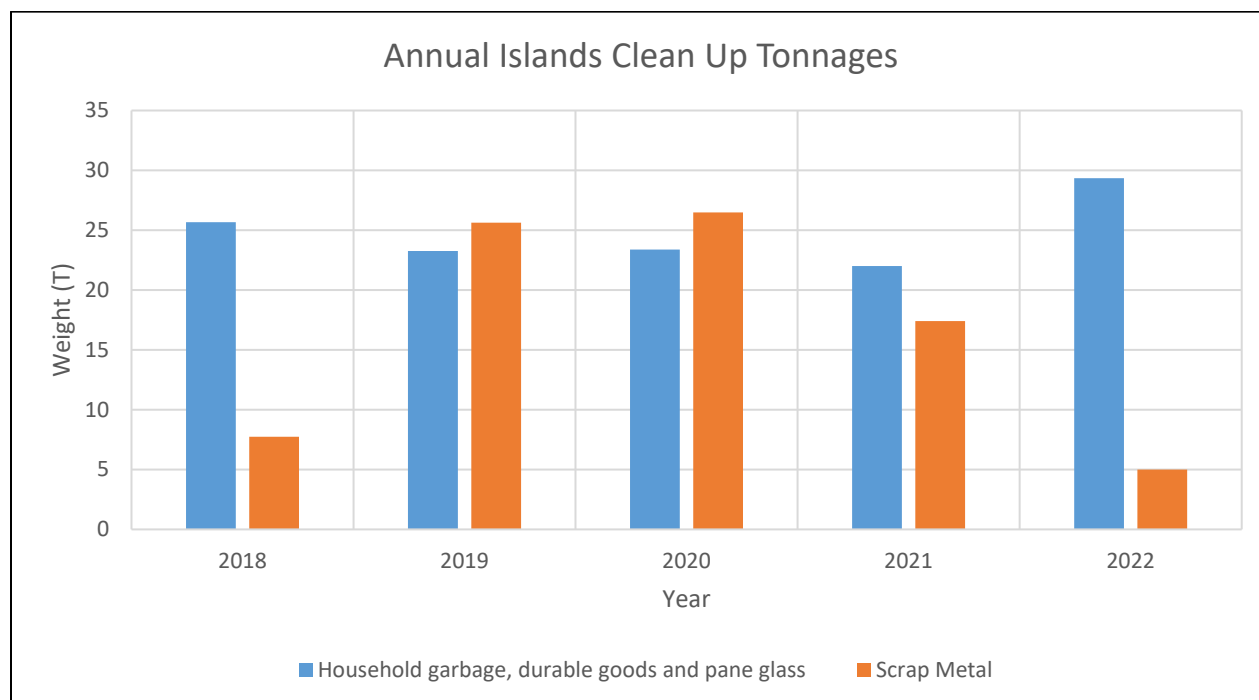
In Q2, 2022, Diabetes Canada approached the SCRD regarding the potential to launch a textile recycling program on the Sunshine Coast. This program has been moving forward with Diabetes Canada securing multiple textile drop-off bins throughout the Sunshine Coast, including the Sechelt Landfill and Pender Harbour Transfer Station. Bins have started to be delivered to sites. It is anticipated that bins will be at both Sechelt Landfill and Pender Harbour Transfer Station within Q1 of 2023.

Pender Harbour Transfer Station Share Shed Reopening

Planning is currently underway for the reopening of the Pender Harbour Transfer Station Share Shed. Opening is anticipated to occur within Q2 of 2023.

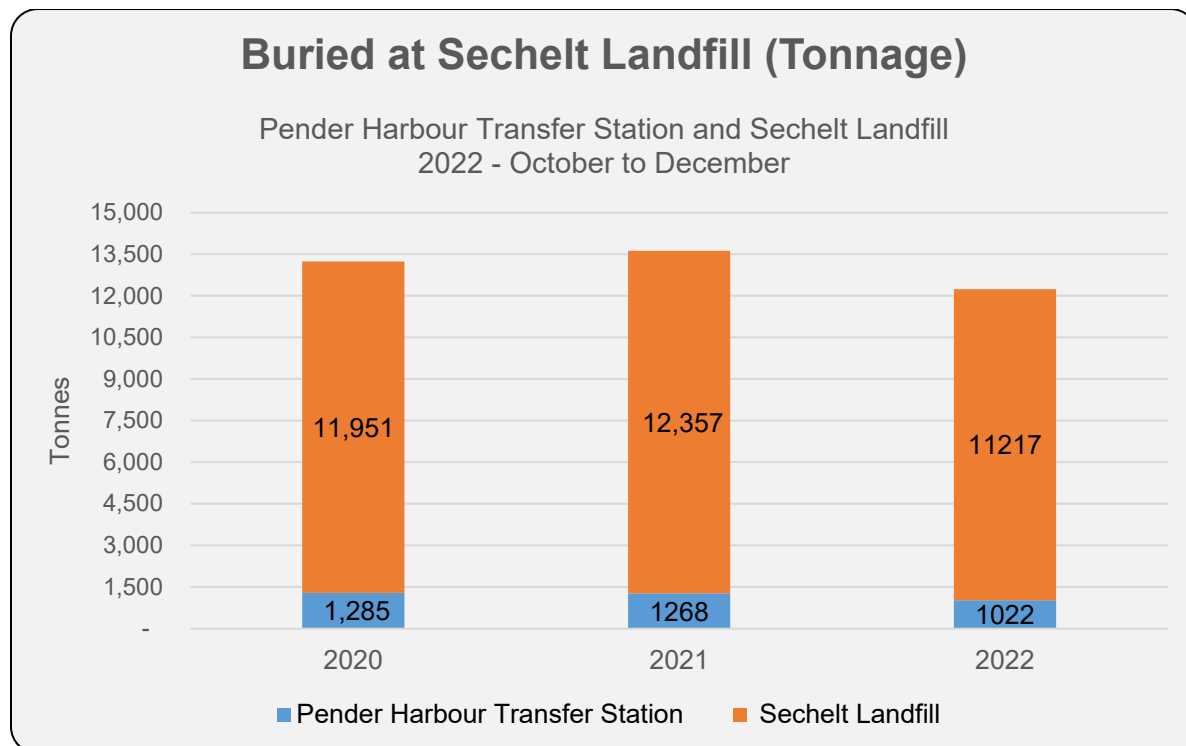
Islands Clean Up

The Islands Clean Up program is an annual event consisting of four days of scheduled waste pickup events on four regional islands. The 2022 event saw an estimated participation of 684 residents and collected an estimated 35.82 tonnes of scrap metal, household recycling, fridges, freezers, mattresses, paint, large cell batteries, tires, and propane tanks for recycling; garbage is collected and buried in the Sechelt Landfill. The following table represents estimated tonnages collected over the past five years. Note: in 2022 there was an error from the processor for scrap metal and not all the tonnages were available.



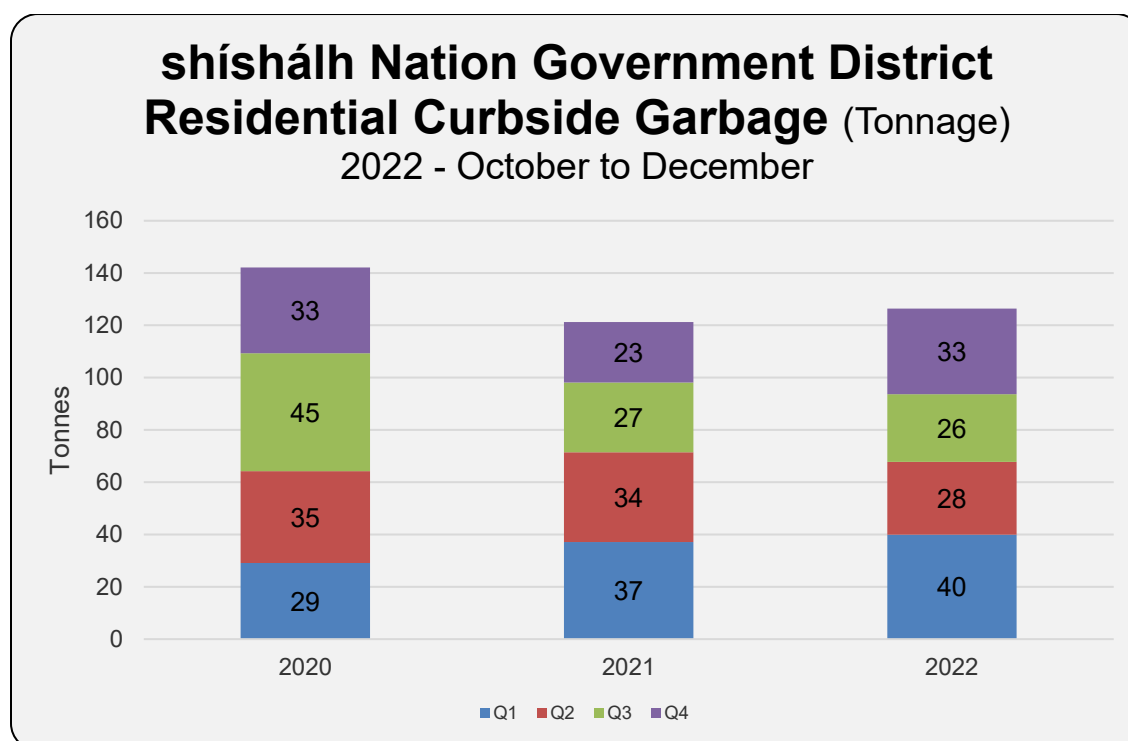
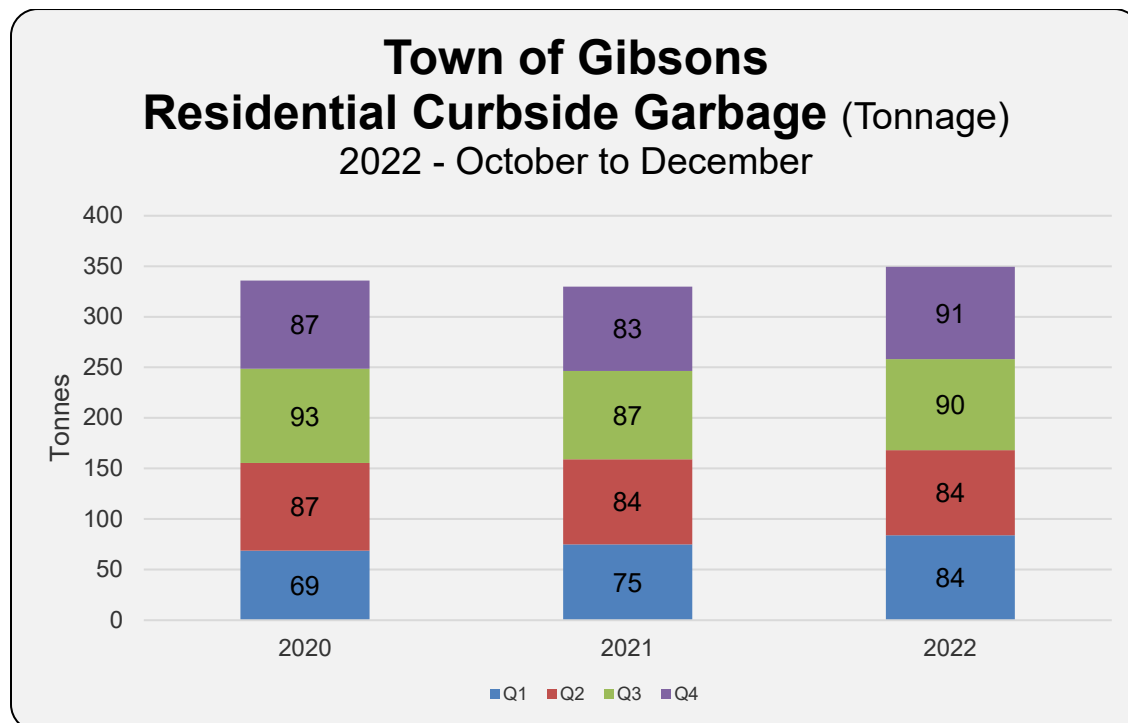
Statistics – Landfill

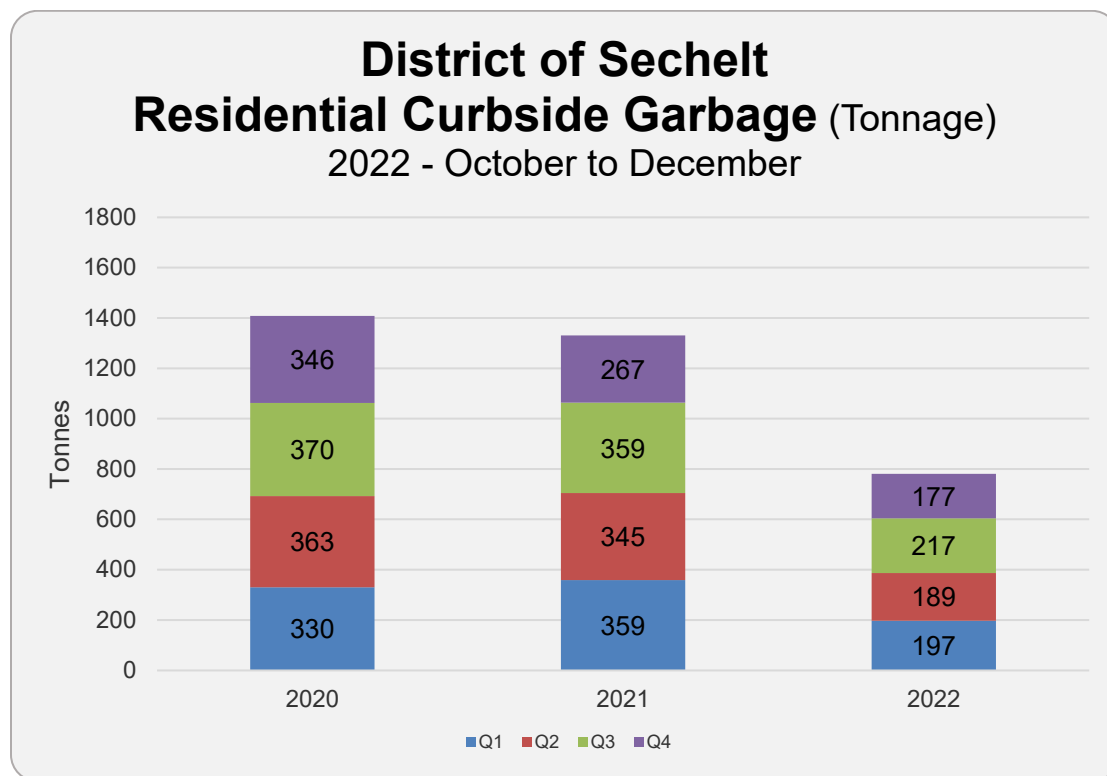
The tonnage presented in the following chart includes an estimated combined total of all material from the Pender Harbour Transfer Station that is transferred to the Sechelt Landfill for burial, and all materials received at the Sechelt Landfill for burial. This includes residential curbside garbage, self-hauled garbage, commercial garbage, roofing, dead animals, asphalt, asbestos, durable goods (e.g. couches, chairs), concrete, dirt and rocks, and styrofoam (non-recyclable).



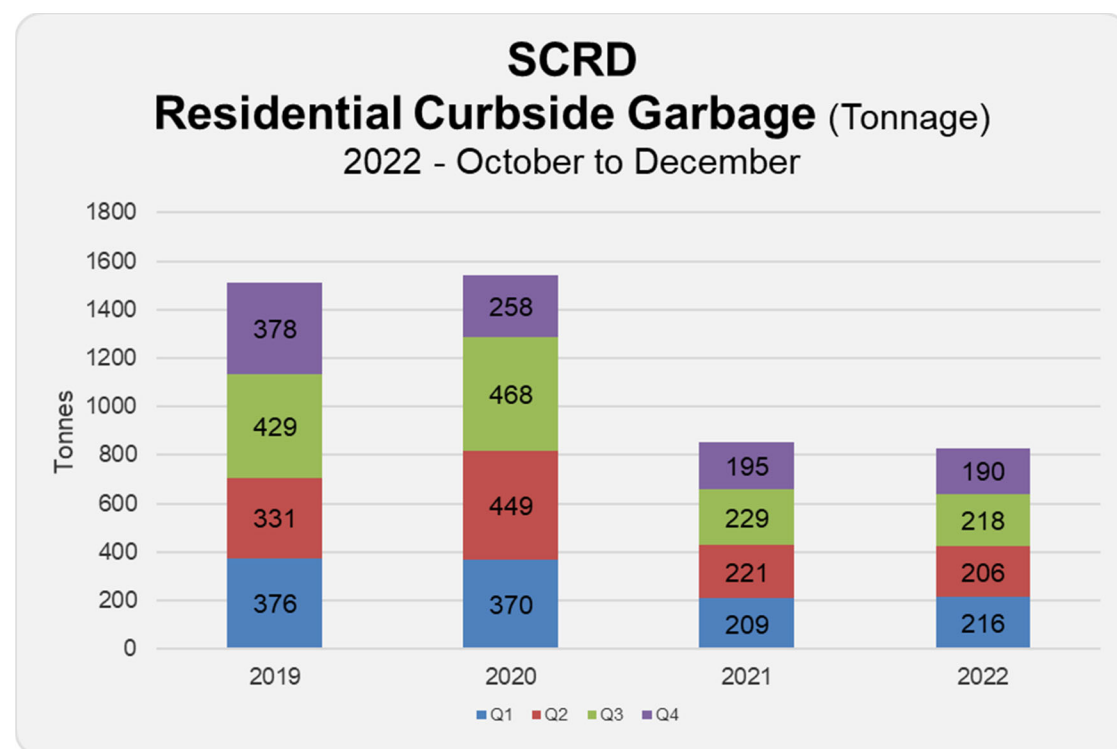
Statistics – Curbside Collection Services

The residential curbside garbage tonnage presented in the charts below includes garbage collected curbside from residential dwellings in the Town of Gibsons, shíshálh Nation Government District (SNGD) and District of Sechelt (DOS). Curbside residential garbage is then delivered to the Sechelt Landfill and buried. DOS initiated the food waste collection program in 2022. This accounts for the significant decrease in garbage tonnage in comparison to previous years.

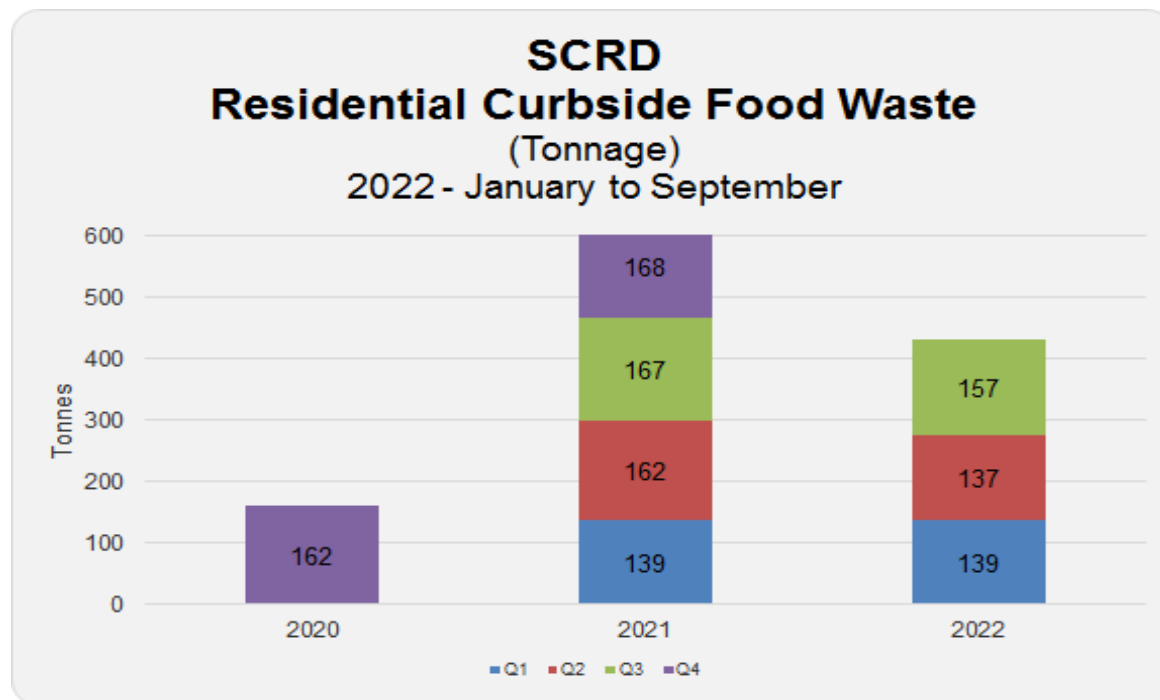




The residential curbside tonnage presented in the following charts is for the SCRD curbside collection program. Curbside residential garbage is delivered to the Sechelt Landfill and buried. Curbside residential food waste is delivered to Salish Soils for composting. The SCRD launched the Green Bin program in October 2020, which accounts for the reduction in garbage tonnage in 2021 and 2022.

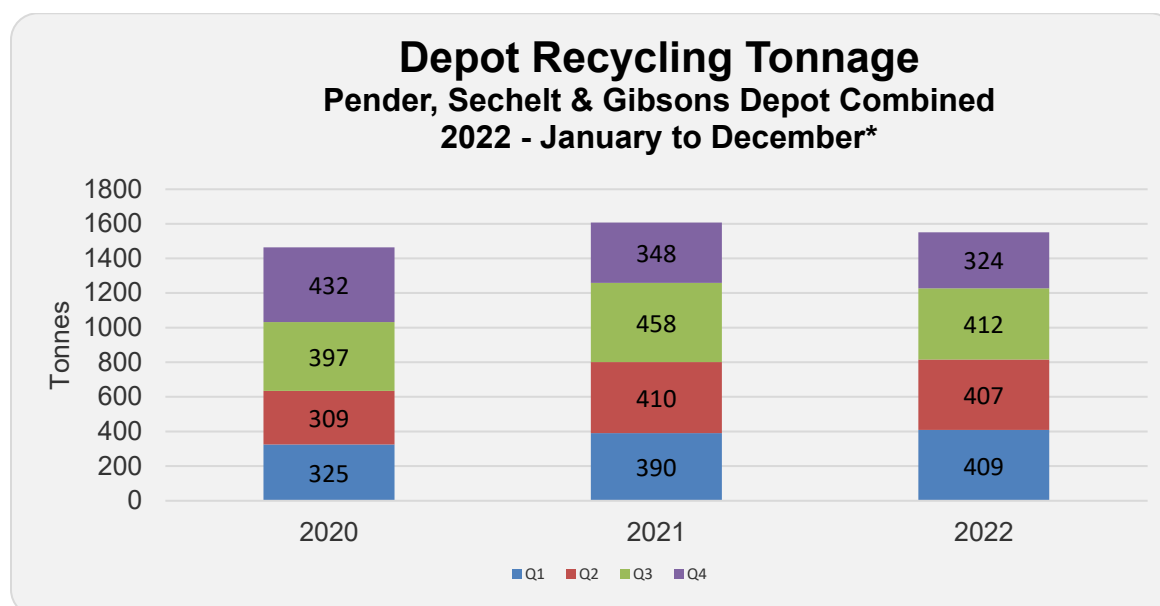


The Q4 data for SCRD residential curbside food waste was not available in time for this report. Staff will include a graph including the 2022 Q4 data as part of the 2023 Q1 report.



Statistics – Recycling

The SCRD has an agreement with RecycleBC to provide residential packaging and paper products (PPP) depot recycling services in Gibsons, Pender Harbour and Sechelt. The SCRD contracts these services to Gibsons Recycling, GRIPS and Salish Soils respectively. The data presented in the chart below is provided by RecycleBC. The data represents the combined monthly weight (by tonne) of the materials dropped off at the three recycling depots.



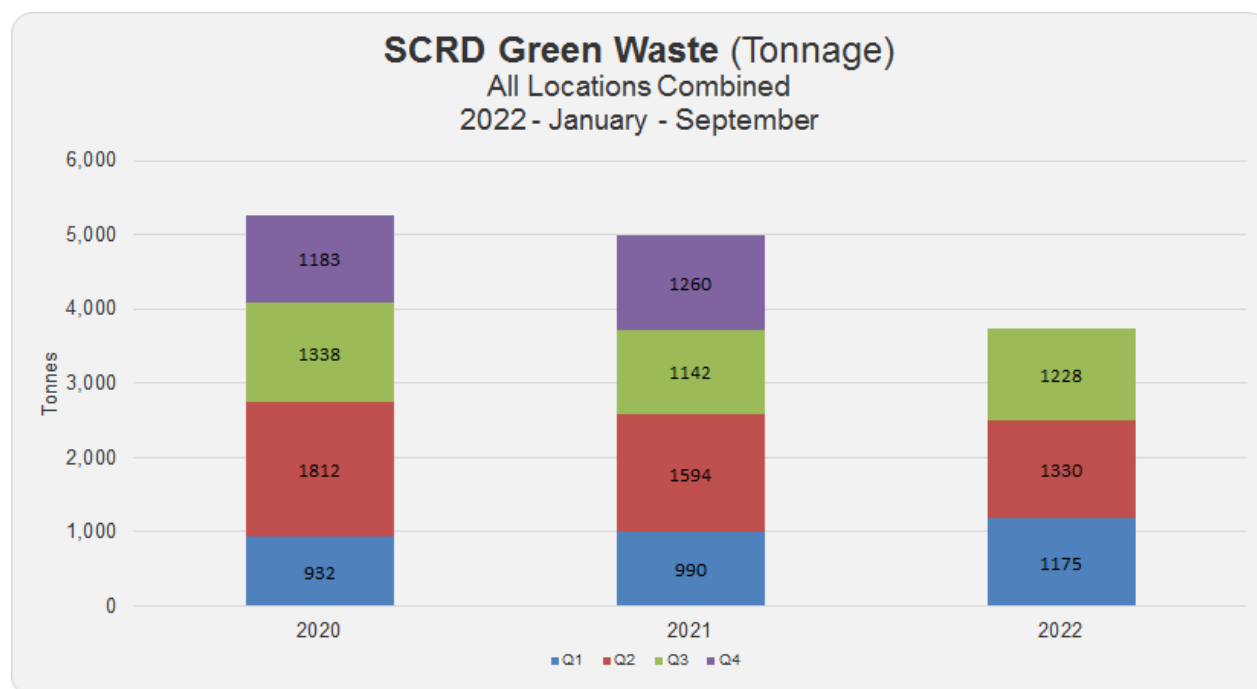
*Note: final tonnage data for December has not been received, data shown is up to December 15

Statistics - Green Waste

The SCRD Green Waste Recycling Program provides collection locations for residents to self-haul and drop-off yard and garden green waste at the South Coast Residential Green Waste Drop-off Depot, Pender Harbour Transfer Station and Salish Soils. The SCRD also provides commercial sector green waste drop-off at the Pender Harbour Transfer Station and Sechelt Landfill. The collected green waste is hauled to Sechelt and processed into compost.

The data presented in the following chart provides the combined weight (by tonne) of green waste dropped off at the SCRD locations.

The Q4 data for SCRD green waste was not available in time for this report. Staff will include a graph including the 2022 Q4 data as part of the 2023 Q1 report.



Reviewed by:			
Managers	X - S. Walkey X - M. Edbrooke X - S. Misiurak X - B. Shoji X - M. Sole	Finance	
GM		Legislative	
CAO	X – D. McKinley	Other	

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

January 9, 2023

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

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

ALSO PRESENT:

(Non-voting)	Manager, Strategic Initiatives	M. Edbrooke
	Strategic Planning Technician/Recorder	S. Rempel
	Director, Area A	L. Lee
	Director, Area B	J. Gabias
	Director, Area D	K. Backs
	Director, Area E	D. McMahon
	Public	1
REGRETS:	Members	L. Chivers

CALL TO ORDER 3:30 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *Water Supply Advisory Committee Meeting Minutes of November 7, 2022*

The Water Supply Advisory Committee recommended that the Water Supply Advisory Committee meeting minutes of November 7, 2022 be received.

PRESENTATIONS

Manager, Strategic Initiatives, presented the Terms of Reference and opened discussion regarding the scope of the Water Supply Advisory Committee (WASAC).

Discussion included the following:

- WASAC is different than other Sunshine Coast Regional District (SCRD) committees as they can provide recommendations to the Board and work on projects that have not yet been presented to the Board.
- It was discussed how to bring items to the agenda. Staff prepare agendas with input from the Chair and Vice Chair. Items should be in the scope the Terms of Reference. Once presented within the meeting, reports are open for discussion.
- Question was asked regarding the difference between WASAC Terms of Reference Section 2.1 and 2.2. Section 2.1 identifies what topics WASAC may provide recommendations on, and Section 2.2 further defines the mechanisms.
- Question regarding “Development and implementation of the Water Strategy.” Implementation is meant to describe the related Water Strategy Action Plans which further describe the strategy actions, not day to day operations.

REPORTS

Manager, Strategic Initiatives, presented the report titled “WASAC Water Supply Questions” for discussion.

- .
- Reviewed and discussed the ongoing Emergency Operations Centre, who is involved and the opportunities it affords the SCRD, such as specific use of funding, recovery, and coordination with outside jurisdictions and consultants.

Manager, Strategic Initiatives, presented the report and presentation titled “Water Strategy Engagement” for information and discussion.

- Overview of the Water Strategy 2022 engagement period, participation methods and general feedback received. Clarification that feedback received was not randomized but rather a chance for all members of the community to provide feedback. Feedback was summarized by staff.
- Question if there was much feedback on farms. Very little was heard regarding commercial farms and water use.
- Discussion regarding Water Rate Structure Review and possibilities of volumetric billing once all service areas have water meters. The recommendations of the Water Rate Structure Review will be brought to the Board and WASAC in late spring.
- Question regarding the timelines for the next engagement, what other input needs to be integrated into the draft Strategy and the cost of implementing it. The next engagement will be more focused than the spring engagement and the cost of implementing the entire Water Strategy will depend on Capital Plans, including long-term water supply source options.
- Staff noted that the Draft Strategy will be brought to the local elected officials, then to WASAC. Exact timing to be confirmed.
- Overall, WASAC found the engagement received positive feedback and thought there was a great amount of interest and feedback from interested members of the community.
- Commitment statement, Guiding Principles and Focus Areas were discussed.

- Other projects and studies that SCRD staff are currently working on were briefly discussed, such as water modelling, capital planning, the Water Demand Analysis, water meter installations, rate structure review, and review of Bylaws 422 and 320.
- Question regarding the SCRD's work on the Watershed Business Case. Staff to send out the past report regarding this scoping exercise.
- WASAC discussed bringing a recommendation to the Board to implement volumetric billing first on North Pender Harbour and South Pender Harbour Water Service Areas. It was concluded to be discussed again once the Rate Structure Review is completed (est. May 2023).

NEW BUSINESS

The Chair opened the floor to other questions the Committee may have:

Discussion included the following:

- Requested an update be sent regarding the Church Road Well Field progress
- Langdale Well drilling update

NEXT MEETING March 6, 2023, 3:30 p.m. via Zoom

ADJOURNMENT 5:09 p.m.

WildSafeBC Provincial Remote Support Annual Report 2022

Sunshine Coast

Prepared by: Kathy Murray, WildSafeBC Provincial Remote Support
Coordinator



WildSafeBC Summary for the Sunshine Coast

Due to challenging circumstances in the work force in 2022, several communities, including the Sunshine Coast, were not able to secure a WildSafeBC Community Coordinator. In lieu of a Community Coordinator for this area, a total of 23 hours of WildSafeBC program support was provided remotely by a Provincial Support Community Coordinator.

Wildlife Activity Summary

Sunshine Coast Regions: District of Sechelt, Town of Gibsons, Electoral Area A, D, E and F.

There were 242 black bear reports on the Sunshine Coast this year with July receiving the most reports (n=54) (Figure 1).

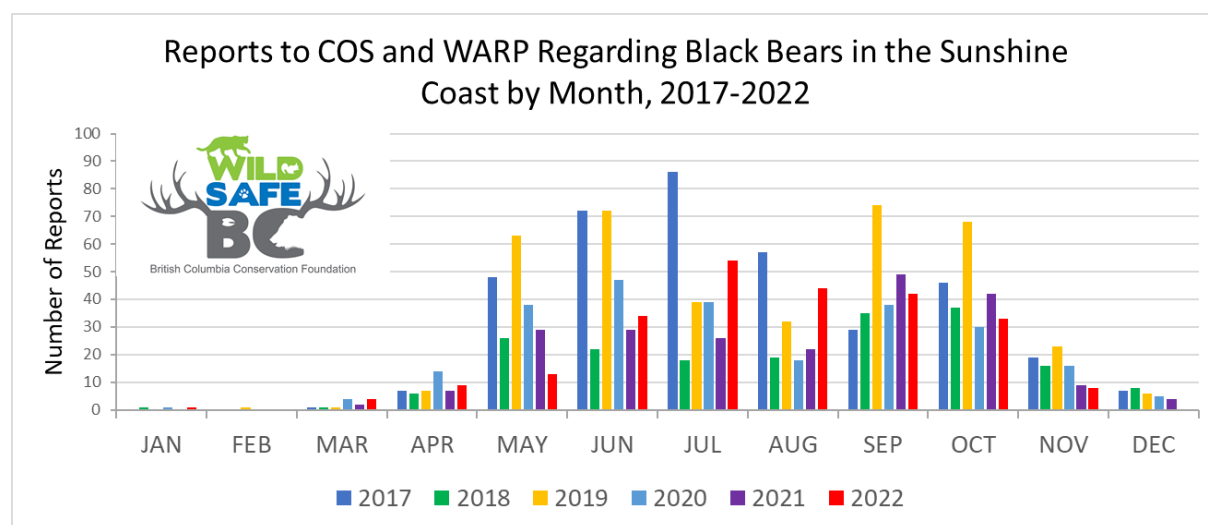


Figure 1. Black bear reports on the Sunshine Coast from January 1, 2017 to November 26, 2022.

The second-most reported species are deer with 60 reports in 2022 (Figure 2).

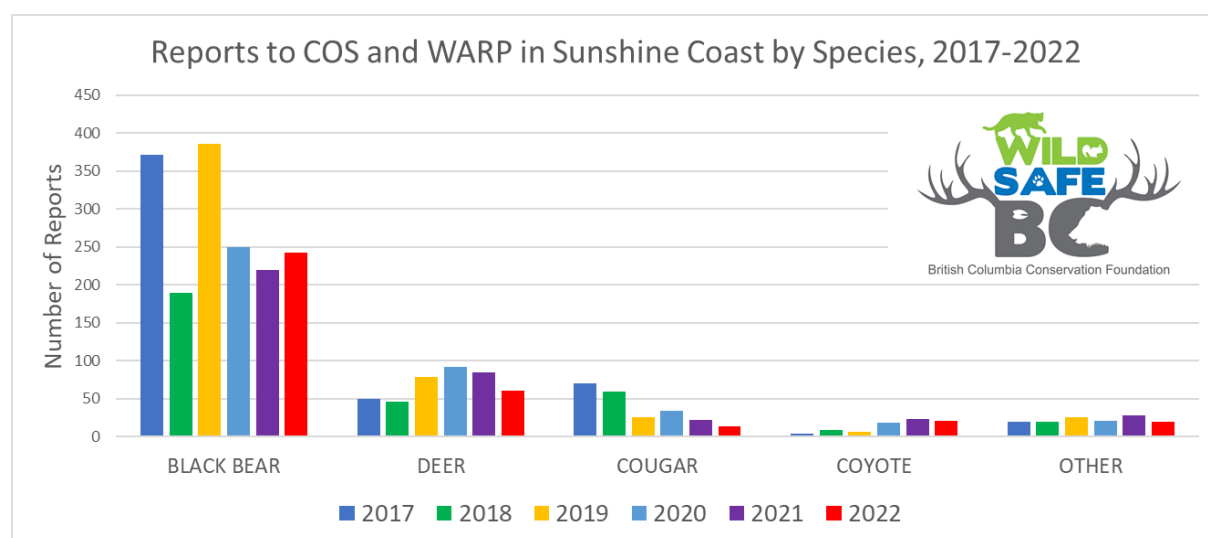


Figure 2. Wildlife reports on the Sunshine Coast from January 1, 2017 to November 26, 2022.

WildSafeBC Community Activities

WildSafeBC provided 23 hours of remote support and these activities are summarized below:

Social Media: Over 50 educational posts were made with topics including wildlife awareness, safety skills for recreating and living in wildlife country and how-to's for managing attractants. These posts reached more than 1,500 followers on the WildSafeBC Sunshine Coast Facebook page.

Follow up on inquiries from residents: Responded by telephone and email to more than a dozen inquiries from residents including information on bear resistant bins, bears in public places, injured wildlife, bears accessing unsecured attractants and residents concerned with having bears in their yard.

Support provided to district staff: Provided the bylaw officer in Sechelt with templates for bear in area signs and raccoon brochures. Spoke to the Solid Waste Manager for the SCRD and provided resources from our website and gave them contact information so they could forward questions from residents on to the WildSafeBC Provincial support Coordinator.

Moving forward, WildSafeBC is hoping to be able to resume in person delivery of the WildSafeBC program for 2023 by securing a local coordinator within the community for the upcoming program season.