



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, JANUARY 13, 2022

AMENDED AGENDA

CALL TO ORDER 2:00 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of December 9, 2021

Annex A
Pages 1 – 15

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Infrastructure Services Committee recommendation Nos. 1-3 and 6-8 of December 9, 2021 (*recommendation Nos. 4 and 5 previously adopted*) Annex B
pp 16 - 18
4. Corporate and Administrative Services Committee (Round 1) recommendation Nos. 1-63 of December 13 and 14, 2021 Annex C
pp 19 - 38
5. Planning and Community Development Committee recommendation Nos. 1-14 of December 16, 2021 Annex D
pp 39 - 43
- 5a. **⇒ADD** Infrastructure Services Committee recommendation Nos. 1-6 and 9 of January 13, 2022 pp 43a - c
- 5b. **⇒ADD** Draft 2022 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) – Corporate Officer pp 43d - f

COMMUNICATIONS

6. Annie Wise, Executive Director, Sunshine Coast Tourism dated December 20, 2021 Annex E
p 44
Regarding Invitation to Join the South Coast Tourism Advisory Committee

MOTIONS

BYLAWS

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

ADJOURNMENT

Recommendation No. 1 *Invitation to Tender (ITT) 2137017 Contract Award for Church Road Phase 4b – Construction*

THAT the report titled Invitation to Tender (ITT) 2137017 Contract Award for Church Road Phase 4B - Construction be received;

AND THAT a contract for construction of the Church Road Phase 4B be awarded to Maycon Construction Ltd. in the amount up to \$7,585,265 (excluding GST);

AND THAT a contract for Church Road Phase 4B – Construction Management Services be awarded to Associated Environmental in the amount up to \$990,686 (excluding GST);

AND THAT the delegated authorities be authorized to execute both contracts;

AND THAT the Church Road Phase 4 budget be increased from \$8,270,000 to \$8,788,959, funded from the long-term loan for this project;

AND THAT a Temporary Borrowing Bylaw be prepared Church Road Well Field Project as part of the Loan Authorization Bylaw No. 725, 2020 of up to \$9 million;

AND THAT the Reed Road and Elphinstone Avenue watermains budget be increased from \$750,000 to \$1,178,070, funded from [370] Regional Water Capital Reserves;

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

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board Meeting.

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

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

AND THAT the project Debris Removal Chapman Water Treatment Plant Intake is funded from [370] Regional Water Operating Reserves with a budget of \$15,000;

AND THAT the project Emergency Repair Watermain Sechelt Airport is funded from [370] Regional Water Capital Reserves with a budget of \$250,000;

AND THAT a contract for the Emergency Repair Watermain Sechelt Airport project be awarded to Arya Engineering Inc. in the amount up to \$240,000;

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

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;

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board Meeting.

Recommendation No. 3 *Design, Permitting And Engineering Services For Upgrades To McNeil, Chapman, And Edwards Lake Dams - Contract Amendment No. 1*

THAT the report titled Design, Permitting and Engineering Services for Upgrades to McNeil, Chapman, and Edwards Lake Dams - Contract Amendment No. 1 be received for information;

AND THAT the project contract for the Design, Permitting, and Engineering Services for Upgrades to McNeil Lake Dam be increased from \$106,183 to \$126,026 (plus GST);

AND THAT the project contract for the Design, Permitting, and Engineering Services for Upgrades to Chapman Lake and Edwards Lake Dams be increased from \$193,187 to \$222,745 (plus GST);

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

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board Meeting.

Recommendation No. 4 *Request for Proposal (RFP) 2137016 Contract Award Chapman Creek Water Treatment Plant (WTP) UV Upgrade – Design, Construction and Engineering Services*

THAT the report titled Request for Proposal (RFP) 2137016 Contract Award Chapman Creek Water Treatment Plant (WTP) UV Upgrade- Design, Construction and Engineering Services be received;

AND THAT a contract for Engineering Consulting Services for Chapman Creek WTP UV Upgrade be awarded to Stantec Consulting Ltd. in the amount of \$131,282 (plus GST);

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

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board Meeting.

Recommendation No. 5 *Supply and Delivery of Brass Water Service Fittings Contract Term Extension*

THAT the report titled Supply and Delivery of Brass Water Service Fittings Contract Term Extension be received;

AND THAT the SCRD exercises the right to 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 \$71,058 (plus GST), which will result in an amended contract value of \$183,798;

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

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board Meeting.

Recommendation No. 6 *Langdale WWTP Remediation Project - Grant Application*

THAT the report titled Langdale WWTP Remediation Project – Grant Application be received for information;

AND THAT a grant application be submitted to the Investing in Canada Infrastructure Program-British Columbia-Green Infrastructure-Environmental Quality Program for upgrades to the Langdale Wastewater Treatment Plant (Service area 388) up to \$1,025,498 (plus GST);

AND THAT the Board support the project and commits to its share of up to \$272,167 (plus GST) of the project, as well as cost overruns;

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board meeting.

Recommendation No. 9 *Correspondence Request for Stage 4 Water Restriction Exemption for Commercial Farmers*

THAT the correspondence from Raquel Kolof of the Sunshine Coast Farmers Institute Board, dated December 12, 2021, regarding a request for stage 4 water restriction exemption for commercial farmers be received for information;

AND THAT the SCRD Board send a letter of response to the Sunshine Coast Farmers Institute Board indicating that water use on farms will be discussed at the February 3, 2022 Infrastructure Services Committee meeting;

AND FURTHER THAT these recommendations be forwarded to the January 13, 2022 Board meeting.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – January 13, 2022

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: DRAFT 2022 RESOLUTIONS TO THE ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES (AVICC)

RECOMMENDATIONS

THAT the report titled Draft 2022 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received;

AND THAT the draft resolutions be reviewed and if approved, be submitted to AVICC by the January 28, 2022 deadline.

BACKGROUND

The following resolution was adopted at the December 9, 2021 Regular Board meeting:

330/21 **Recommendation No. 3** *2022 Resolutions to AVICC*

THAT the report titled 2022 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received for information;

AND THAT topics for resolutions be identified for staff to draft and present for consideration at a January 20, 2022 Standing Committee meeting.

As a result of the cancellation of the January 20, 2022 Standing Committee meetings, staff were requested to prepare resolutions for possible submission to AVICC on the following topics and bring them forward for review at the January 13, 2022 Board meeting:

1. Stormwater management in rural areas
2. Enforcement tools for short-term rentals (STRs) in regional districts

DISCUSSION

The deadline for submission of resolutions for consideration at the AVICC Annual General Meeting is noon on January 28, 2022. Resolutions must be adopted by the Board no later than the January 27 meeting in order to meet AVICC's submission deadline. Background information must also be submitted with the resolution. AVICC and Union of British Columbia Municipalities (UBCM) resolution guidelines encourage local governments to avoid 'repeat' resolutions.

Guidelines for drafting AVICC / UBCM resolutions state that a resolution should answer three questions:

1. What is the problem?
2. What is causing the problem?
3. What is the best way to solve the problem?

Staff have drafted resolutions for consideration, as follows:

Stormwater Management in Rural Areas

WHEREAS property and infrastructure is vulnerable to extreme weather events and other impacts of climate change, particularly in relation to stormwater run-off in rural areas;

AND WHEREAS increasingly extreme weather events are intensifying the frequency and severity of stormwater issues causing overland flooding which is damaging critical infrastructure and further compounding challenges with respect to the management of stormwater run-off:

THEREFORE BE IT RESOLVED THAT AVICC and UBCM urge the provincial government to bring together the Ministry of Transportation and Infrastructure, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, the federal Department of Fisheries and Oceans, and regional districts to collaborate on the development of an action plan that implements best practices for stormwater management, assigns clearly defined jurisdictional responsibilities and includes strategies to address risks to property and critical infrastructure in rural areas.

Enforcement Tools for Short-Term Rentals in Regional Districts

WHEREAS enforcement tools to regulate short-term rentals are more limited for regional districts than they are for municipalities who have authority to issue business licenses, a readily available regulatory enforcement tool to regulate short-term rentals;

AND WHEREAS, according to the June 2021 *Report of the Joint UBCM-Province Advisory Group on Short-Term Rentals*, the short-term rental industry has seen significant growth since the arrival of online accommodation platforms such that the regulation of short-term rental activity is necessary to ensure community economic benefits of the industry are balanced with reducing impacts of concern such as long-term rental housing availability, affordability and neighbourhood livability:

THEREFORE BE IT RESOLVED THAT AVICC and UBCM urge the provincial government to develop and implement short-term rental enforcement solutions for regional districts such as broadening authority to enforce compliance through simplified ticketing procedures, collection of evidence and the establishment of proof based on online investigation of accommodation listings, and expanding options to compel payment of unpaid fines through alternative mechanisms such as applying uncollected ticket fines to property taxes.

STRATEGIC PLAN AND RELATED POLICIES

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

CONCLUSION

Draft AVICC resolutions have been prepared for consideration. If the resolutions are approved, staff recommend forwarding them to AVICC by the January 28, 2022 deadline.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	