



# 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, SECHULT, B.C.

THURSDAY, SEPTEMBER 8, 2022

### AGENDA

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**CALL TO ORDER 2:00 p.m.**

#### AGENDA

1. Adoption of agenda

#### MINUTES

2. Regular Board meeting minutes of July 28, 2022

Annex A  
Pages 1 - 17

#### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

#### PRESENTATIONS AND DELEGATIONS

#### REPORTS

3. Committee of the Whole recommendation Nos. 1-9 of July 28, 2022  
Annex B  
pp 18 – 20
4. Water System Modelling Engineering Services – Contract Award -  
Assistant Manager, Utility Services  
Annex C  
pp 21 – 23
5. Halfmoon Bay Landfill License of Occupation Replacement -  
General Manager, Infrastructure Services  
Annex D  
pp 24 – 26
6. Sechelt Landfill Engineering Services - Contract Amendment -  
Manager, Capital Projects  
Annex E  
pp 27 – 28
7. Landfill Feasibility Study – Contract Amendment - General  
Manager, Infrastructure Services and Strategic Planning  
Coordinator  
Annex F  
pp 29 – 31
8. Request for Proposal 2237008 Award Recommendation – Electric  
Vehicles - Manager, Utility Services and Utilities Business  
Coordinator  
Annex G  
pp 32 – 34
9. Request for Proposal 2237009 Award Recommendation – Single  
Axle Dump Truck - Manager, Utility Services and Utilities Business  
Coordinator  
Annex H  
pp 35 – 37

- |     |  |                       |
|-----|--|-----------------------|
| 10. | Community Emergency Preparedness Fund Grant Application –<br>Additional Resolution of Support – Manager, Protective Services | Annex I<br>pp 38 – 39 |
| 11. | 2022 Q4 Meeting Schedule Changes – Corporate Officer   | Annex J<br>pp 40 – 41 |

## COMMUNICATIONS

- |     |  |                         |
|-----|--|-------------------------|
| 12. | <u>Mayor Lisa Helps, Victoria, and Mayor Michelle Staples, Duncan, VICC-CLP Steering Committee Co-Chairs, dated July 2022</u><br>Regarding funding request for the Vancouver Island and Coastal Communities Climate Leadership Plan (VICC-CLP) | Annex K<br>pp 42 - 127  |
| 13. | <u>Peter Kvarnstrom, Publisher, Coast Reporter, dated August 31, 2022</u><br>Regarding request for letter of support for newspaper exemption from the Extended Producers Responsibility (EPR) Program  | Annex L<br>pp 128 - 150 |

## MOTIONS

## BYLAWS

- |     |   |                         |
|-----|---|-------------------------|
| 14. | <i>Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.195, 2022 – <b>receipt of staff report</b><br/>– <b>first, second and third reading</b><br/>(Voting – Electoral Area Directors – 1 vote each)</i>                            | Annex M<br>pp 151 - 154 |
| 15. | <i>Sunshine Coast Regional District Subdivision Servicing Amendment Bylaw No. 320.17, 2022 – <b>receipt of staff report</b><br/>– <b>first, second, third reading and adoption</b><br/>(Voting – Electoral Area Directors – 1 vote each)</i>    | Annex N<br>pp 155 - 157 |
| 16. | <i>Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.11, 2022 – <b>receipt of staff report</b><br/>– <b>first, second, third reading and adoption</b><br/>(Voting – All Directors – 1 vote each)</i> | Annex O<br>pp 158 - 160 |
| 17. | <i>Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.12, 2022<br/>– <b>first, second, third reading and adoption</b><br/>(Voting – All Directors – 1 vote each)</i>   | Annex P<br>pp 161 - 162 |

## DIRECTORS' REPORTS

Verbal

## NEW BUSINESS

**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (g), (i) and (k) of the *Community Charter* – “personal information about an identifiable individual...”, “law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment”, “litigation or potential litigation affecting the municipality”, “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose” and “negotiations and related discussions respecting the proposed provision of a municipal service”.

**ADJOURNMENT**

## UPCOMING MEETING DATES

### SCRD Board, Committee, and Advisory Committee Meetings (to September 24, 2022)

Committee of the Whole	September 8 at 9:30 am
Regular Board	September 8 at 2:00 pm
Advisory Planning Commission (Area D)	September 19 at 7:00 pm
Committee of the Whole	September 22 at 9:30 am
Regular Board	September 22 at 2:00 pm

### Other SCRD Meetings (Intergovernmental, Public Hearings, Information Sessions)

Public Hearing (SCRD Zoning Bylaw No. 722 to update and replace the existing SCRD Zoning Bylaw No. 310)	September 6 at 7:00 pm
Wastewater Treatment Facilities Virtual Information Session	September 7 at 5:30 pm
Wastewater Treatment Facilities In-Person Information Session	September 9 at 10:00 am

***Please note:*** Meeting dates are current as of print date (September 2, 2022).





## SUNSHINE COAST REGIONAL DISTRICT

July 28, 2022

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

<b>PRESENT*:</b>	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		Town of Gibsons	B. Beamish
<b>ALSO PRESENT*:</b>	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	GM, Community Services		S. Gagnon
	Fire Chief, Roberts Creek Volunteer Fire Hall		P. Higgins (in part)
	Fire Chief, Gibsons and District Volunteer Fire Hall		R. Michael (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Area A Alternate Director		C. Alexander
	Media		0
	Public		5

*\*Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

**CALL TO ORDER**     2:18 p.m.

**AGENDA**             It was moved and seconded

188/22                    THAT the agenda for the meeting be adopted as amended by adding the following items under New Business:

- Non-Disclosure Agreements; and
- Correspondence received from Tyler Brown, Chair, Regional District of Nanaimo, dated July 22, 2022, regarding UBCM resolution to modernize the *Local Government Act*.

**CARRIED**

**MINUTES**

Minutes

**It was moved and seconded**

189/22

THAT the Regular Board meeting minutes of July 14, 2022 be adopted.

**CARRIED****PRESENTATIONS AND DELEGATIONS**

*Kathleen Coyne, Coordinator, syiyaya Reconciliation Movement and Elder ti'talus Audrey Joe Santiago, syiyaya Committee member presented a partnership proposal for the installation of a reconciliation crosswalk at the Tsain-Ko Mall and Sechelt Hospital intersection which borders the property of the former Residential School in Sechelt. The presentation included anticipated costs and potential funding sources, the vision, details, design intent drawing and map, and the importance of the project.*

Reconciliation  
Crosswalk**It was moved and seconded**

190/22

THAT the syiyáyá Reconciliation Movement delegation materials regarding the proposed reconciliation crosswalk be received for information;

AND THAT SCRД funding options to contribute towards the proposed project be provided to a future Committee or Board meeting.

**CARRIED****REPORTS**Committee of the  
Whole**It was moved and seconded**

191/22

THAT Committee of the Whole recommendation Nos. 1-7 of July 14, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1**    *Water Supply Update*

THAT the verbal report titled Water Supply Update be received for information.

**Recommendation No. 2**    *Church Road Well Field Project Construction – Update Three*

THAT the report titled Church Road Well Field Project Construction - Update Three be received for information.

**Recommendation No. 3**    *Major Appliances Recycling Roundtable Program*

THAT the report titled Major Appliances Recycling Roundtable Program be received for information;

191/22 cont.

AND THAT the SCRD pursue a partnership with the Major Appliance Recycling Roundtable (MARR) Program for the Sechelt Landfill and Pender Harbour Transfer Station to become MARR Program collection sites;

AND THAT the delegated authorities be authorized to execute the required agreements with the Major Appliance Recycling Roundtable;

AND THAT the required Financial Plan amendments be provided as part of the 2023 Budget process for the newly implemented MARR program;

AND THAT Sanitary Landfill Site Bylaw No. 405 be amended to include a definition of the eligible appliances under this program and to define them as a separate recyclable material;

AND FURTHER THAT Schedule B of Sanitary Landfill Site Bylaw No. 405 be amended to set the tipping fee for MARR appliances to \$0.00.

**Recommendation No. 4**    *Textile Recycling*

THAT the report titled Textile Recycling be received for information;

AND THAT pending the confirmation of the implementation of a textile recycling program on the Sunshine Coast by Diabetes Canada, textile recycling be added to the services offered at Sechelt Landfill and Pender Harbour Transfer Station;

AND THAT Schedule B of Sanitary Landfill Site Bylaw No. 405 be amended to include textiles as a recyclable material and set the tipping fee for textiles to \$0.00;

AND FURTHER THAT the delegated authorities be authorized to execute the required agreements with Diabetes Canada.

**Recommendation No. 5**    *Coopers Green Hall Replacement Project Update*

THAT the verbal report titled Coopers Green Hall Replacement Project Update be received for information.

**Recommendation No. 6**    *Correspondence regarding Howe Sound Community Forum 2022 and Beyond*

THAT the correspondence from Ruth Simons, President, Howe Sound Biosphere Region Initiative Society, dated June 19, 2022 regarding Howe Sound Community Forum 2022 and beyond be received for information;

AND THAT staff bring forward a report to provide the budget implications for hosting a Howe Sound Community Forum meeting in 2023 as well as the ongoing budget implications for Board and staff participation in the Howe Sound Community Forum;

191/22 cont.

AND THAT the report also address item three of the draft Memorandum of Understanding to consider Elphinstone's population being representative of a one-third contribution;

AND FURTHER THAT the implications of item six of the draft Memorandum of Understanding, be addressed, including the impact on staff work load and capacity.

**Recommendation No. 7** *Correspondence regarding feedback on Water Rates and Regulations Bylaw No. 422*

THAT the correspondence from The Sunshine Coast Farmers Institute Board, dated June 27, 2022 regarding feedback on Water Rates and Regulations Bylaw No. 422 be received for information;

AND THAT staff bring forward a report on developing a separate water rate for commercial farms.

**CARRIED**

Inaugural Board  
Policy Review

**It was moved and seconded**

192/22

THAT the Inaugural Board Policy Review Committee recommendation Nos. 1, 2 and 4-6 of July 20, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1** *Board Policy Review - Repeal*

THAT the report titled Inaugural Meeting of the Board Policy Review Committee be received for information;

AND THAT the following policies be repealed:

Subsection	Policy No.	Policy Title
Board - General	1-0530-1	Public Statements
Board - General	1-0530-2	Press Release
Board - General	1-0530-4	Access to Planning Files
Board - Meetings	1-0550-1	Agendas
Board - Meetings	1-0550-3	Public Notice for SCRD Meetings
Board - Meetings	1-0550-5	Board Meetings
Board - Meetings	1-0550-6	Filming Board and Committee Meetings
Board - Meetings	1-0550-7	Retention and Destruction of Audio Recordings
Board - Meetings	1-0550-8	Late Agenda Items
Plans and Programs	1-0620-1	Overall Goals
Plans and Programs	1-0620-2	Overall Goals
Security - General	1-0680-1	Access After Hours
Energy Management	2-0970-2	Energy Management Policy
Procurement - General	3-1200-1	Tender Documents

192/22 cont.

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Procurement - General	3-1200-2	Supplies and Services
Procurement - General	3-1200-3	Capital Assets
Procurement - General	3-1200-4	Contracts
Vehicles	3-1280-1	Vehicle Identification
Information Services - Books and Publications	4-1405-1	Dissemination of Mapping & Digital Equipment
Salaries and Wages - Benefits and Services	5-1900-1	Directors - Loss of Wages
Personnel - General	7-2510-1	Hiring of Regional District Officers
Building Regulations - General	9-3760-1	Mobile Homes within the Agricultural Land Reserve
Building Regulations - Building Permits & Inspections	9-3800-1	Notification of Stop Work Orders
Building Regulations - Building Permits & Inspections	9-3800-2	Enforcement - Floating Structures
Bylaw Enforcement - General	9-4000-2	Complaints - Confidentiality
Bylaw Enforcement - General	9-4000-3	Adjudicator Qualifications
Cemetery Administration	9-4100-1	No Irrigation of SCRD Cemeteries
Elections	9-4200-1	Election Results
Licenses - Individual	9-4320-1	Beer Gardens - Annual Limit of Approvals
Ports	11-5230-1	Docks - Piling Replacement
Solid Waste Disposal - Recycling	11-5380-1	Relief Funding for Private Recyclers
Solid Waste Disposal - Recycling	11-5380-2	Large Volume Recycling from the ICI Sector
Utilities	11-5500-1	Utility Lines
Water Supply and Distribution	11-5600-1	Unauthorized Water Connections
Water Supply and Distribution	11-5600-2	Drought Management
Parks Administration - General	12-5810-1	Facility Rental Fees
Planning and Development	13-6410-1	Land Use
Planning and Development	13-6410-2	Indian Reserves
Planning and Development	13-6410-3	ALR Lands within Villages
Planning and Development	13-6410-5	Complaints - Planning Related Permits
Strategic Planning - General	13-6430-1	Sustainable Community
Official Community Plan	13-6480-1	Official Community Plans
Development - Agricultural Land	13-6635-1	Agricultural Land Reserves Covenant for Second Dwelling
Development - Agricultural Land	13-6635-2	ALR Applications within Roberts Creek

192/22 cont.

**Recommendation No. 2** *Board Policy Review – Hold for Repeal*

THAT the following policies be held for repeal until the replacement policies have been adopted:

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Asset Management and Inventories	5-1025-1	Asset Management Policy
General	5-1610-2	Feasibility Study Funding
Bylaw Enforcement	9-3800-4	Bylaw Enforcement Complaints
Sanitary Sewer	11-5340-1	Local Community Sewage Systems

**Recommendation No. 4** *Board Policy Review – Reaffirm as Operational*

THAT the following policies be reaffirmed as Operational Policies:

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Strata Title Properties	8-3300-1	Strata Conversion of Previously Occupied Lawful Dwelling Units
Building Regulations - Building Permits & Inspections	9-3800-3	Registering Notice on Title
Water Supply and Distribution	11-5600-3	Toilet Rebate Program
Planning and Development	13-6410-7	Public Hearing Submissions

**Recommendation No. 5** *Board Policy Review – For Further Review*

THAT the following policies be brought back to the Board Policy Review Committee for further review and minor amendment:

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Ceremonies and Celebrations	1-0330-1	Laying of Wreaths
Board – General	1-0530-6	Board Administration
Board – Meetings	1-0550-2	Petitions and Delegations
Board – Meetings	1-0550-4	Agenda Item Submission Deadline
Plans and Programs	1-0620-3	Pesticide Use and Invasive Species Management
Assets and Procurement	3-1200-5	Procurement Policy
Vehicles	3-1280-2	Use & Insurance of Rental & Personal Vehicles
General	5-1610-1	Support Service Allocation
Debt	5-1760-1	Debt Management Policy
Expense Accounts	5-1800-1	Directors - Reimbursement of Travel & Other Expenses
Expense Accounts	5-1800-2	Constituency Expenses

192/22 cont.

Benefits – General	7-2550-1	Directors - Travel Accident Insurance
Bylaw Enforcement - General	9-4000-4	Screening Officer Bylaw Notice
Street and Roads	11-5400-1	Street Lighting
Independent Power Projects	11-5510-1	Independent Power Production Development in the Sunshine Coast Regional District
Water Supply and Distribution	11-5600-4	Funding Watermain Extensions DRAFT
Parks Administration – General	12-5810-2	SCRD Park Naming
Planning and Development	13-6410-6	Development Variance Permits
Planning and Development	13-6410-8	Geo-Hazard Acceptability in Development Approval
Planning and Development	13-6410-10	Water Extraction for the purpose of Commercial Bottled Water Sales
Planning and Development	13-6410-11	Community Amenity Contribution for Independent Power and Resource Projects
Strategic Planning – General	13-6430-2	Strategic Planning
Recreation – General	15-TBD-1	Room Naming - Parks and Recreation Facilities
Transit	16-8500-1	Free Ticket Program

**Recommendation No. 6**    *Board Policy Review – For Revision*

THAT the following policies be brought back to the Board Policy Review Committee for further review and major revision:

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Board - General	1-0530-3	Correspondence
Gas Tax	5-0580-1	Federal Gas Tax - Community Works Fund
Legal Matters - General	6-2210-1	Contacting SCRD Solicitors
Volunteers	7-2830-1	Committee Volunteer Meeting Expenses
Subdivisions and Subdivision Control	8-3320-2	Parks Acquisition from Subdivision
Parks Administration - General	12-5810-4	New Trails and Bikeways Procurement And Administration by SCRD Function
Planning and Development	13-6410-9	Advisory Planning Commission Communications

**CARRIED**

Inaugural Board  
Policy Review

**It was moved and seconded**

193/22

THAT the Inaugural Board Policy Review Committee recommendation No. 3 of July 20, 2022 be received, adopted and acted upon as amended as follows:

**Recommendation No. 3**    *Board Policy Review – Reaffirm*

THAT the following policies be reaffirmed:

<b>Subsection</b>	<b>Policy No.</b>	<b>Policy Title</b>
Board - General	1-0340-1	Waiving Fees and Charges
Board - General	1-0530-5	Proclamations
Budgets - General	5-1700-1	Financial Sustainability
Grants to Organizations	5-1850-2	Electoral Areas' Grant-in-Aid
<i>Salaries and Wages – Benefits and Services</i>	<i>5-1900-2</i>	<i>Directors – Remuneration Review</i>

**CARRIED**

Electoral Area  
Services

**It was moved and seconded**

194/22

THAT Electoral Area Services Committee recommendation Nos. 1-11 of July 21, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1**    *Delegation - Sunshine Coast Community Forest Update*

THAT the delegation materials from Sunshine Coast Community Forest regarding Sunshine Coast Community Forest update be received for information.

**Recommendation No. 2**    *Amendment to Development Variance Permit DVP00029 (Persephone Brewery)*

THAT the report titled Amendment to Development Variance Permit DVP00029 (Persephone Brewery) be received for information;

AND THAT Development Variance Permit DVP00029 be amended by modifying the following conditions contained in the covenant (CA7303479 and CA7303480) between Persephone Brewing Company and SCRD that forms part of the Permit:

Change the operating hours of the food and beverage service lounge from:

*“From 10:00 hours to 21:00 hours from and including the Friday preceding the Victoria Day long weekend to and including the Monday of the Thanksgiving Day long weekend in each and every year; and*



194/22 cont.

*From 11:00 hours to 19:00 hours from and including the Tuesday following the Thanksgiving Day long weekend to and including the Thursday preceding the Victoria Day long weekend in each and every year.”*

to:

*“From 10:00 am to 9:00 pm daily year round.”*

**Recommendation No. 3**    *Zoning Bylaw No. 722 Consideration of Second Reading*

THAT the report titled Zoning Bylaw No. 722 Consideration of Second Reading be received for information;

AND THAT references to “chickens” be amended to “poultry and rabbits” with exceptions continued for roosters;

AND THAT the revised Zoning Bylaw No. 722 be considered for Second Reading;

AND THAT a public hearing be arranged to consider Zoning Bylaw No. 722;

AND THAT Director Pratt be delegated as the Chair and Director Siegers be delegated as the Alternate Chair for the Public Hearing;

AND FURTHER THAT the staff report titled “Zoning Bylaw No. 722 Consideration of Second Reading” be referred to the Electoral Area Advisory Planning Commissions and Roberts Creek Official Community Planning Committee to support their involvement in the public hearing process or to gather input for future consideration.

**Recommendation No. 4**    *Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road)*

THAT the report titled Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road) – Consideration of First, Second and Third Readings and Adoption be received for information;

AND THAT Zoning Amendment Bylaw No. 310.195, 2022 be forwarded to the Board for First, Second and Third Readings and Adoption;

AND FURTHER THAT prior to adoption of Zoning Amendment Bylaw No. 310.195, 2022 the following conditions be met:

- Notification in accordance with Section 467 of the *Local Government Act*;
- Approval by the Ministry of Transportation and Infrastructure pursuant to Section 52 of the *Transportation Act*;

194/22 cont.

- Registration of a Section 219 Restrictive Covenant to ensure adequate future land dedication for a possible Hough Road Trail connection.

**Recommendation No. 5**    *Agricultural Land Commission Application 64280 (SCRD ALR00016)*

THAT the report titled Agricultural Land Commission Application 64280 (SCRD ALR00016) be received for information;

AND THAT Agricultural Land Commission Application 64280 for retroactive approval of placement of unauthorized fill be forwarded to the Agricultural Land Commission for review of decision with the following comments:

- Based on the information provided, the proposal to retain the unauthorized fill does not comply with the Sunshine Coast Regional District Agricultural Area Plan, Regional Sustainability Plan or West Howe Sound Official Community Plan.

**Recommendation No. 6**    *Management of Community Sewer Systems*

THAT the report titled Management of Community Sewer Systems be received for information;

AND THAT SCRD Subdivision Servicing Bylaw No. 320 be amended to remove the requirement that ownership of community sewer systems greater than 22.7m<sup>3</sup>/day be automatically taken over by the SCRD and instead require that ownership transfer to the SCRD of community sewer systems designed to accommodate over 22.7m<sup>3</sup>/day of effluent be decided by the SCRD Board on a case-by-case basis.

**Recommendation No. 7**    *Planning and Development Department 2022 Q2 Report*

THAT the report titled Planning and Development Department 2022 Q2 Report be received for information.

**Recommendation No. 8**    *Halfmoon Bay APC Meeting Minutes of June 28, 2022*

THAT the Halfmoon Bay Advisory Planning Commission meeting minutes of June 28, 2022 be received for information.

**Recommendation No. 9**    *Roberts Creek APC Meeting Minutes of June 20, 2022*

THAT the Roberts Creek Advisory Planning Commission meeting minutes of June 20, 2022 be received for information.

194/22 cont.      **Recommendation No. 10**      *Elphinstone APC Meeting Minutes of June 22, 2022*

THAT the Elphinstone Advisory Planning Commission meeting minutes of June 22, 2022 be received for information.

**Recommendation No. 11**      *West Howe Sound APC Meeting Minutes of June 28, 2022 and July 5, 2022*

THAT the West Howe Sound Advisory Planning Commission meeting minutes of June 28, 2022 and July 5, 2022 be received for information.

**CARRIED**

Inaugural Finance      **It was moved and seconded**

195/22      THAT the Inaugural Finance Committee recommendation Nos. 1-5 of July 21, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1**      *Corporate Financial Variance –2nd Quarter 2022*

THAT the report titled Sunshine Coast Regional District Q2-2022 Corporate Financial Variance be received for information.

**Recommendation No. 2**      *Debt as at June 30, 2022*

THAT the report titled Sunshine Coast Regional District Debt as at June 30, 2022 be received for information.

**Recommendation No. 3**      *Gas Tax Community Works Fund Update*

THAT the report titled Gas Tax Community Works Fund Update be received for information.

**Recommendation No. 4**      *Financial Planning Policy – Revised Draft*

THAT the report titled Financial Planning Policy – Revised Draft be received for information;

AND THAT the Financial Planning Policy be approved as amended, as follows:

- Replace instances of “preceding” with “following” in Section 4.3 Planning Cycle;
- Add definition of “Fiscal Year” – January 1 to December 31.

**Recommendation No. 5**      *Asset Management Policy - Draft*

THAT the report titled Asset Management Policy - Draft be received for information;

195/22 cont. AND THAT the Asset Management Policy be approved as amended, as follows:

- Add definitions of 'expected useful life' and 'full lifecycle'.

**CARRIED**

Special Committee  
of the Whole

**It was moved and seconded**

196/22 THAT Special Committee of the Whole recommendation Nos. 1-6 of July 26, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1** *Solid Waste Management Plan Public and Technical Advisory Committee Terms of Reference*

THAT the report titled Solid Waste Management Plan Public and Technical Advisory Committee Terms of Reference be received for information;

AND THAT the Solid Waste Management Plan Public and Technical Advisory Committee Terms of Reference be approved as presented;

AND FURTHER THAT the initiation of the Solid Waste Management Plan Public and Technical Advisory Committee be approved.

**Recommendation No. 2** *Board Policy - Official Community Plan Amendments*

THAT that the report titled Board Policy - Official Community Plan Amendments be received for information;

AND THAT a Board Policy for Official Community Plan amendments be developed and brought back later in Q3 for review and consideration;

AND THAT the draft OCP policy be referred to the Advisory Planning Commissions for feedback;

AND FURTHER THAT the draft OCP policy be referred to Roberts Creek Official Community Plan Committee, Halfmoon Bay Community Association, Pender Harbour and Area Residents Association, District of Sechelt, Town of Gibsons, Sechelt Indian Government District, Halfmoon Bay Environmental Society, and Egmont Community Association for feedback.

**Recommendation No. 3** *Mason Road Site Lease Renewal*

THAT the report titled Mason Road Site Lease Renewal be received for information;

196/22 cont.

AND THAT the Sunshine Coast Regional District (SCRD) apply to the Ministry of Forests for a replacement tenure for Lease No. 234988 for the Mason Road site;

AND THAT the length of the lease term be requested for more than 30 years;

AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure documents.

**Recommendation No. 4**    *2022 Community Recreation Facilities Capital Funding Update*

THAT the report titled 2022 Community Recreation Facilities Capital Funding Update be received for information;

AND THAT staff plan that the 2023 Contribution to Community Recreation [615] be increased by \$177,076 to \$962,370 and increased by 2% annually thereafter;

AND THAT the increase be forwarded through Ad Valorem taxation (property tax);

AND THAT the Community Recreation Facilities Capital Funding be brought forward to the preliminary budget process;

AND FURTHER THAT the proposed increases be included as part of the draft 2023-2027 Financial Plan as detailed in Table 1 in order for the newly appointed Board to assess the overall financial implication.

**Recommendation No. 5**    *Thin Client Procurement*

THAT the report titled Thin Client Procurement be received for information;

AND THAT the contract value with Powerland Computers for purchase of Thin Clients be increased by up to \$80,000 to a maximum of \$156,000 (not including GST);

AND THAT the increase be funded from the Information Technology (IT) Capital budget;

AND FURTHER THAT the delegated authorities be authorized to execute the contract.

**Recommendation No. 6**    *Ministry of Transportation and Infrastructure Highway 101 Alternate Route Study – Impacts for SCRD*

THAT the memo/letter titled Ministry of Transportation and Infrastructure Highway 101 Alternate Route Study – Impacts for SCRD be received for information.

**CARRIED**

PH Food Waste  
Drop Off Contract

**It was moved and seconded**

197/22

THAT the report titled Area A Food Waste Drop-Off and Processing Program Update be received for information;

AND THAT Salish Environmental Group be awarded a two-year contract for the Area A Food Waste Drop-off and Processing pilot of up to \$104,094 (excluding GST);

AND THAT Sanitary Landfill Site Bylaw No. 405 be amended to include the following new categories and associated tipping fees:

- \$5 for loads under 30kg for food waste;
- \$5 for loads under 30kg that include separated municipal solid waste and food waste;
- \$150 per tonne for loads of food waste over 30k;
- \$150 per tonne for loads containing separated food waste and municipal solid waste over 30kg;

AND FURTHER THAT the 2022-2026 Financial Plan be amended to reflect the change in the pilot program implementation for Q4 of 2022 (\$13,500 vs \$27,000) and Q1-Q3 2024 (\$40,500 vs \$27,000), including the associated revenue and expenses.

**CARRIED**

Roberts Creek FD  
Training Structure

**It was moved and seconded**

198/22

THAT the report titled Training Structure – Roberts Creek Volunteer Fire Department be received for information;

AND THAT the overall project budget for Training Structure – Roberts Creek Volunteer Fire Department be increased from \$75,000 to \$130,000 with the additional \$55,000 funded from Roberts Creek Fire Protection [212] Operating Reserves;

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

**CARRIED**

Emergency  
Preparedness Grant

**It was moved and seconded**

199/22

THAT the report titled Community Emergency Preparedness Fund (CEPF) Grant Receipt Approval for the Sunshine Coast Emergency Program (SCEP) Emergency Operations Centre (EOC) Modernization Project be received for information;

199/22 cont. AND THAT the CEPF - SCEP EOC Modernization Project Grant receipt in the amount of \$25,000 be approved;

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

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

**CARRIED**

CAO Report **It was moved and seconded**

200/22 THAT the July 28, 2022 verbal report from the Office of the CAO be received for information.

**CARRIED**

## **BYLAWS**

Bylaw 722 **It was moved and seconded**

201/22 THAT *Sunshine Coast Regional District Zoning Bylaw No. 722, 2019* be read a second time.

**CARRIED**

Bylaw 735.1 **It was moved and seconded**

202/22 THAT the report titled 2022-2026 Financial Plan Bylaw Amendments be received for information;

AND THAT [625] – Non-Annual Maintenance – Water Storage Solutions, \$10,000 funded from Operating Reserves be included in the 2022-2026 Financial Plan;

AND FURTHER THAT the 2022-2026 Financial Plan Bylaw (735.1) and related schedules be amended to include changes from February 25 to July 14, 2022.

**CARRIED**

Bylaw 735.1 **It was moved and seconded**

203/22 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 735.1, 2022* be read a first time.

**CARRIED**

Bylaw 735.1                    **It was moved and seconded**

204/22                    THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 735.1, 2022* be read a second time.

**CARRIED**

Bylaw 735.1                    **It was moved and seconded**

205/22                    THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 735.1, 2022* be read a third time.

**CARRIED**

Bylaw 735.1                    **It was moved and seconded**

206/22                    THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 735.1, 2022* be adopted.

**CARRIED**

## **NEW BUSINESS**

NDA Policy                    **It was moved and seconded**

207/22                    THAT a report regarding SCRD's policy on the use of non-disclosure agreements, and under what circumstances they are signed, be provided to a future Committee or Board meeting.

**CARRIED**

*The Board discussed the correspondence received from Tyler Brown, Chair, Regional District of Nanaimo, dated July 22, 2022, seeking support for the Regional District of Nanaimo's UBCM resolution that requests UBCM work with the Ministry of Municipal Affairs and local governments in a collective endeavour to modernize the Local Government Act.*

## **DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

*The Board moved In Camera at 3:31 p.m.*

**IN CAMERA                    It was moved and seconded**

208/22                    THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (i) and (k) of the *Community Charter* – "personal information about an identifiable individual...", "law enforcement", "the receipt of advice that is subject to solicitor-client privilege" and "negotiations and related discussions respecting the proposed provision of a municipal service";



208/22 cont.                    AND THAT Christine Alexander, Alternate Director for Area A, be authorized to attend the July 28, 2022 In Camera Board meeting.

**CARRIED**

*The Board recessed at 3:32 p.m. and reconvened at 3:40 p.m.*

*The Board moved out of In Camera at 4:09 p.m.*

**ADJOURNMENT            It was moved and seconded**

209/22                    THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 4:10 p.m.

Certified correct \_\_\_\_\_  
Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair

**SUNSHINE COAST REGIONAL DISTRICT  
COMMITTEE OF THE WHOLE**

**July 28, 2022**

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE MEETING HELD ELECTRONICALLY AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

<b>PRESENT:</b>	Chair	Electoral Area B	L. Pratt
	Directors	Electoral Area A Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt Town of Gibsons	L. Lee A. Tize D. McMahon M. Hiltz D. Siegers A. Toth (part) B. Beamish
<b>ALSO PRESENT:</b>	Chief Administrative Officer Corporate Officer General Manager, Community Services Senior Manager, Human Resources General Manager, Infrastructure Services GM, Corporate Services / Chief Financial Officer General Manager, Planning and Development Area A Alternate Director Administrator / Recorder Media Public		D. McKinley S. Reid S. Gagnon (part) G. Parker (part) R. Rosenboom (part) T. Perreault (part) I. Hall (part) C. Alexander A. O'Brien 0 0

**CALL TO ORDER** 9:32 a.m.

**AGENDA** The agenda was adopted as presented.

**DELEGATIONS and PRESENTATIONS**

*Richard Cook, Jennifer Thibert, Lacey Barr, Consultants, Lees & Associates presented to the Committee regarding Sunshine Coast Regional District 2022 Cemetery Master Plan report.*

**Recommendation No. 1** 2022 Cemetery Master Plan Delegation

The Committee of the Whole recommended that the delegation materials provided by Lees & Associates regarding the Sunshine Coast Regional District 2022 Cemetery Master Plan be received for information.

**REPORTS****Recommendation No. 2**     *2022 Cemetery Master Plan*

The Committee of the Whole recommended that the report titled 2022 Cemetery Master Plan be received for information;

AND THAT the draft 2022 Cemetery Master Plan be approved as a planning tool for short-term future cemetery services and infrastructure priorities;

AND FURTHER THAT a 2023 budget proposal be brought forward for a public engagement plan for community input on the long-term direction of cemetery services.

*The Committee recessed at 10:44 a.m. and reconvened at 10:53 a.m.*

**Recommendation No. 3**     *Budget Project Status Report*

The Committee of the Whole recommended that the report titled Budget Project Status Report be received for information.

**Recommendation No. 4**     *Board Constituency Expense Policy Amendments*

The Committee of the Whole recommended that the report titled Board Constituency Expense Policy Amendments be received for information;

AND THAT the proposed Board Constituency Expense Policy be referred back to staff for further revision including clarifying the definition of “constituency expense” and ensuring the policy supports production of constituency newsletters and websites as an eligible expense.

**Recommendation No. 5.**     *Proposed Director Email Management Policy*

The Committee of the Whole recommended that the report titled Proposed Director Email Management Policy be received for information;

AND THAT the proposed Director Email Management Policy be approved as presented.

**Recommendation No. 6**     *Area A Food Waste Drop-off and Processing Program Update*

The Committee of the Whole recommended that the report titled Area A Food Waste Drop-Off and Processing Program Update be received for information;

AND THAT the report titled Area A Food Waste Drop-Off and Processing Program Update be forwarded to the July 28, 2022 Regular Board meeting for consideration.

*Director Toth left the meeting at 12:00 p.m.*

**Recommendation No. 7**     *Contracts Between \$50,000 and \$100,000*

The Committee of the Whole recommended that the report titled Contracts Between \$50,000 and \$100,000 from April 1, 2022 to June 30, 2022 be received for information.

**Recommendation No. 8**      *Director Constituency and Travel Expenses*

The Committee of the Whole recommended that report titled Director Constituency and Travel Expenses for Period Ending June 30, 2022 be received for information.

**Recommendation No. 9**      *Corporate and Administrative Services – Semi Annual Report*

The Committee of the Whole recommended that the report titled Corporate and Administrative Services – Semi Annual Report for January to June 2022 be received for information.

**IN CAMERA**

*The Committee moved to In Camera at 12:16 p.m.*

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (g) and (k) of the *Community Charter* “litigation or potential litigation affecting the municipality” and “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

AND THAT Christine Alexander, Alternate Director for Area A, be authorized to attend the July 28, 2022 In Camera Committee of the Whole meeting.

*The Committee moved out of In Camera at 12:19 p.m.*

**ADJOURNMENT**                      12:19 p.m.

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Committee Chair

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Trevor Rutley, Assistant Manager, Utility Services

**SUBJECT:** WATER SYSTEMS MODELLING ENGINEERING SERVICES - CONTRACT AWARD

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### RECOMMENDATION(S)

**THAT the report titled Water Systems Modelling Engineering Services - Contract Award be received for information;**

**AND THAT a contract be awarded to GeoAdvice Engineering Inc. for a value not to exceed \$250,000;**

**AND FURTHER THAT the delegated authorities be authorized to execute the contract.**

---

### BACKGROUND

The Sunshine Coast Regional District (SCRD) is seeking to complete water models for its seven water systems: Chapman (including Granthams and Soames), Langdale, Egmont, Cove Cay, Eastbourne, North Pender Harbour and South Pender Harbour. The hydraulic model will be used to determine system functionality, water system fire flow capabilities, identify future capital water system improvement requirements and identify water system deficiencies. The outcome of the project will be a water model and license that the SCRD can operate, and a report with recommendations on findings and potential water system improvements.

In 2020, the SCRD Board approved a budget proposal for the development of a water distribution model in the North Pender Harbour and South Pender Harbour Water Systems for \$75,000 each (004/20), funded from Operating Reserves. In 2021, the Board approved a budget proposal for the same work in the Regional Water System for \$213,000 (068/21), funded from Operating Reserves. In 2022, the Board approved additional budget for the North and South Pender Harbour Water Systems, \$20,000 per Water Service Area, to ensure sufficient funds for this project (055/22), also from Operating Reserves. These budget projects will be combined into one project to complete this modelling work with one consultant.

The purpose of this report is to request that the Board award the contract for the Water System Modelling Engineering Services to GeoAdvice Engineering Inc. for a value not to exceed \$250,000, excluding GST.

## DISCUSSION

### *Analysis*

In June 2022, RFP 2237012 was issued to secure a contractor to complete the water system models for SCRD water systems. Four compliant proposals were received. A summary of the proponents and bid price is provided in the table below.

Proponent	Proposal Price (exc. GST)
GeoAdvice Engineering Inc.	\$199,924
ISL Engineering and Land Services Inc.	\$242,403
Stantec Consulting Ltd.	\$298,016
WSP Canada Inc.	\$305,795

The evaluation team of five was led by the SCRD Purchasing and Risk Management Division. The proposals were reviewed and scored based on the evaluation criteria included in the RFP. Based on this evaluation committee review, staff recommend awarding the contract to GeoAdvice Engineering Inc., as their proposal is considered to provide the best overall value.

It is recommended that the awarded contract be in the amount not to exceed \$250,000, which provides a 25% contingency.

### *Financial Implications*

Funding for this project will be \$150,000 from Regional Water Service [370], \$50,000 from North Pender Harbour Water Service [365], and \$50,000 from South Pender Harbour Water Service [366]. This is within the approved budget for each of the three water systems.

### *Timeline for next steps*

To meet the scheduled April 2023 project completion and keep the project on the planned timeline, the initiation and kick-off meeting must take place as soon as possible. It is recommended to forward this contract award to the September 8, 2022 SCRD Board meeting for adoption and consideration.

## STRATEGIC PLAN AND RELATED POLICIES

This work is essential for the development of updated water supply plans, as outlined in the 2019-2023 Board Strategic Plan under the Asset Stewardship goal, specifically the strategy to have a “plan for and ensure year-round water availability now and in the future,” and the tactics to:

- *“Investigate and/or develop water supply plans for North and South Pender, Langdale, Soames, Granthams, Eastbourne, Cove Cay, Egmont and Chapman Creek water systems.”*
- *“Investigate and/or develop water supply sources for North and South Pender, Langdale, Soames, Granthams, Eastbourne, Cove Cay, Egmont and Chapman Creek water systems.”*

**CONCLUSION**

In accordance with the SCRD's Purchasing Policy, RFP 2237012 was issued for water system modelling engineering services for all SCRD owned and operated water systems. Four compliant bids were received.

Staff recommend awarding a contract for water system modelling engineering services to GeoAdvice Engineering Inc. for the amount not to exceed \$250,000, which includes a 25% contingency.

Reviewed by:			
Manager	X - S. Walkey	CFO/Finance	X - B. Wing
GM	X - R. Rosenboom	Legislative	
CAO	X- D. McKinley	Purchasing	X- V. Cropp

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Remko Rosenboom, General Manager, Infrastructure Services

**SUBJECT:** HALFMOON BAY LANDFILL LICENSE OF OCCUPATION REPLACEMENT

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### RECOMMENDATION(S)

**THAT the report titled Halfmoon Bay Landfill License of Occupation Replacement be received for information;**

**AND THAT the Sunshine Coast Regional District (SCRD) apply to the Ministry of Forests for the replacement tenure for License No. 242036 for the Halfmoon Bay Landfill;**

**AND THAT the length of the license term be requested for more than 30 years;**

**AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure documents.**

---

### BACKGROUND

On August 17, 2012, the Sunshine Coast Regional District (SCRD) entered into a 10-year License of Occupation Agreement (License No. 242036) with the Province of British Columbia (then Ministry of Forests, Lands and Natural Resource Operations), for post-closure rehabilitation of a waste disposal site at the Halfmoon Bay Landfill (parcel or tract of land in the vicinity of District Lot 3192, Group 1, New Westminster District).

The Halfmoon Bay Landfill site occupies approximately 12.95 hectares. In 1983, the routine disposal of domestic waste was discontinued and the landfill was closed in 1987. At that time the road to the landfill was blocked, all exposed waste was covered and natural vegetation (including trees) has grown over the areas which received waste. As part of the SCRD's post-closure monitoring program, annual visual inspections of the landfill site and surrounding area are performed to ensure that the site conditions do not pose a threat to health or the environment.

The purpose of this report is to seek approval for a replacement tenure for the Halfmoon Bay Landfill site.

### DISCUSSION

The current License of Occupation for the Halfmoon Bay Landfill expired on August 17, 2022 and is extended on a month-by-month bases until such time as a new tenure for that parcel has been issued. SCRD staff have received permission from the Ministry of Forests to submit the license replacement application after the expiry date of the current tenure in order to obtain a Board resolution at the September 8, 2022 Board meeting.



The application requires the SCRD to include a site plan, management plan, application fee and Board resolution endorsing the application. Additional information may be required during the review of the application.

#### *Options and Analysis*

The application requires selection of the period of proposed use as follows:

- Two (2) years or less
- Two (2) - five (5) years
- Five (5) - 10 years
- 10 - 30 years
- More than 30 years

Access to the Halfmoon Bay Landfill site is integral to the SCRD's post-closure monitoring program. Staff recommend that a license for a period of more than 30 years be selected on the application.

#### *Organizational and Intergovernmental Implications*

The tenure area falls within the swiya of the shíshálh Nation and is therefore subject to review by the Shared Decision-Making (SDM) process as per the 2018 Foundation Agreement between the Province and the shíshálh Nation. When their review is complete, a joint recommendation is made to the SDM Board in consideration of a decision on the application.

#### *Financial Implications*

The application fee of \$210 can be accommodated within current operating budgets.

Annual site inspection costs are already included in the Financial Plan.

Future financial implications as a result of new public sector accounting standards for asset retirement obligations are being considered in the work currently underway within the Corporate Services Department.

#### *Timeline for next steps or estimated completion date*

Following Board direction, the application will be submitted. The province is experiencing a large backlog of applications and the timeline for review is approximately two years from when the application package is received. As the current license agreement will expire prior to the completed review, we will be deemed to be a monthly occupier subject to the provisions within the original agreement.

#### **STRATEGIC PLAN AND RELATED POLICIES**

N/A

**CONCLUSION**

The SCRD's 10-year License of Occupation agreement for the closed Halfmoon Bay Landfill site expired on August 17, 2022. It is recommended that the replacement application be submitted to the Ministry indicating a renewal period of more than 30 years for post-closure monitoring.

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

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Bryan Shoji, Manager, Capital Projects

**SUBJECT:** SECHELT LANDFILL ENGINEERING SERVICES - CONTRACT AMENDMENT

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### RECOMMENDATION(S)

**THAT the report titled Sechelt Landfill Engineering Services – Contract Amendment be received for information;**

**AND THAT the contract (2135003) with XCG Consulting Limited, be increased by \$55,920 to \$409,600 (excluding taxes);**

**AND FURTHER THAT the delegated authorities be authorized to execute this contract.**

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### BACKGROUND

XCG Consulting Limited (XCG) is entering the second year of a five-year contract with the Sunshine Coast Regional District (SCRD) for the provision of consulting engineering services to assist the operation and regulatory reporting for the SCRD landfills and transfer stations. The original contract is valued at \$211,880 plus taxes based on a five-year work program submitted through the proposal process. The contract has provisions for additional work on an as needed basis subject to an XCG proposal submission and subsequent approval by the SCRD.

The contract has been amended twice to date to include services to complete the Sechelt Landfill Design, Operations and Closure Plan Update, Sechelt Landfill Post-Closure Operations and Maintenance Plan, Sechelt Landfill Geotechnical and Seismic Assessment Update, Sechelt Landfill Environmental Monitoring Plan Update, and Stage H+ closure design and Request for Proposal development, raising the current contract value to \$353,680 plus taxes.

The purpose of this report is to seek Board approval to amend the contract with XCG to allow for a recently identified option to extend the life of the Sechelt Landfill to be assessed.

### DISCUSSION

This contract amendment request is for the provision of engineering services to assess options and provide recommendations for the relocation of the existing surface water contact pond in order to provide additional landfill operating capacity. The Sechelt Landfill is currently projected to reach its total approved capacity by mid-2025. This project has the potential to extend the landfill operating life by up to three years.

XCG submitted a proposal for the provision of engineering services to determine the hydraulic design capacity for a relocated surface water contact pond, assess siting options, both within the existing landfill property and offsite, provide conceptual design and construction cost estimates for options review, outline regulatory approval requirements, and carry out detailed design and refine construction cost estimates for the preferred option. The proposal also includes provisions for an in-person community presentation and video presentation to Committee.

Staff have reviewed the submitted proposal for completeness and value. XCG has demonstrated a strong understanding of the project requirements, has extensive background on the landfill operation, has anticipated project impacts well, provided a thorough project methodology with acceptable timeline, and their proposed level of effort is reasonable with a suitable mix of intermediate and senior staff.

The total proposed upset cost is \$55,920 plus taxes and XCG is available to start the project immediately upon award and anticipate having the options analysis completed within two months of starting with a final recommendation for construction considerations in November. The amended contract value would be \$409,600 plus taxes, see table below.

	<b>Value</b>
Current Contract	\$ 353,680
Proposed Amendment	\$ 55,920
<b>Total</b>	<b>\$ 409,600</b>

This work will require close coordination with the Stage H landfill closure project.

#### *Financial Implications*

This work has the potential to extend the life of the existing landfill by up to three years, thereby deferring the costs related to constructing a new transfer station or expanded/new landfill and associated operating costs for that period. Staff anticipate that funding this project from existing base budget for the Regional Solid Waste Service [350] will not trigger this service to be in a deficit situation at year-end. If this project deems the contact pond relocation is viable, the detailed design and construction budget will be brought forward to the Board for future budgetary considerations as part of the 2023 Budget Process.

#### **STRATEGIC PLAN AND RELATED POLICIES**

This project supports the Board strategic initiative to “Undertake Solid Waste Management Demand Analysis and develop options for long-term solid waste management approach for garbage, recycling, organics” by potentially extending the current landfill operating life and enabling more time to develop long-term solid waste management solutions.

#### **CONCLUSION**

This project will determine if there is a viable and cost-effective option to relocate the Sechelt Landfill surface water contact pond, with the primary purpose of extending the landfill operating capacity and service life. Staff recommend the existing contract with XCG be amended to include an additional cost of \$55,920 plus taxes, increasing the amended contract value to \$409,600 plus taxes. If deemed viable, final design and construction phases of the project will be brought forward to the Board for budgetary consideration.

Reviewed by:			
GM	X - R. Rosenboom	Finance	X - B. Wing
CAO	X- D. McKinley	Purchasing	X- V. Cropp

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Remko Rosenboom, General Manager, Infrastructure Services  
Alana Wittman, Strategic Planning Coordinator

**SUBJECT:** LANDFILL FEASIBILITY STUDY - CONTRACT AMENDMENT

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### RECOMMENDATION(S)

**THAT the report titled Landfill Feasibility Study - Contract Amendment be received for information;**

**AND THAT a contract for the Landfill Feasibility Study project be amended for a value not to exceed \$139,662;**

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

**AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of September 8, 2022.**

---

### BACKGROUND

In 2020, the Sunshine Coast Regional District (SCRD) initiated a *Future Waste Disposal Options Analysis Study* (the Study) to help direct long-term planning for waste disposal in the region beyond the lifespan of the Sechelt Landfill, which is expected to reach capacity by mid-2025. The Study scope included a demand analysis, feasibility study and a detailed analysis.

The demand analysis estimated the quality and quantity of materials to be disposed over the next 30 years. This analysis fed into the feasibility study which identified and explored four options for residual waste management. The options included (Option 1) siting a new landfill, (Option 2) disposal at a third-party facility, (Option 3) development of a waste to energy facility, and (Option 4) landfill expansion. The findings were presented to the SCRD Board in January 2021. At this meeting, the Board directed staff to conduct a detailed analysis of the most viable options, which included the feasibility of siting a new landfill and a transfer station to support waste export.

In July 2021, the findings of the detailed analysis were presented verbally to the Board for consideration. The findings included three preliminary new landfill locations in Area B (Halfmoon Bay) and a transfer station for waste export at the Hillside Industrial Park in Port Mellon. At this meeting, the Board directed staff to seek a second opinion on the results of the detailed analysis related to the potential landfill locations.

The purpose of this report is to secure consulting services to support the review of the potential landfill sites identified in the detailed analysis and seek additional sites within the region for landfill development.

## DISCUSSION

### *Analysis*

In March 2022, Request for Proposal (RFP) 2235004 was issued to secure a contractor to conduct an analysis of a potential new landfill site on the Sunshine Coast. No proposals were received. In May 2022, staff retained the services of Sperling Hansen Associates (SHA) through a direct award to confirm the technical feasibility of landfill development at a proposed potential new site.

As provided for in this contract, staff requested SHA to provide a quote to conduct the second opinion on the proposed landfill sites identified in the *Future Waste Disposal Options Analysis Study – Detailed Analysis*, as requested by the Board. SHA provided a budget and scope of work for completing the second opinion and explore any additional sites within the region with potential for landfill development. This budget includes funds for field visits to the short-listed sites to confirm and build on the desktop analysis findings.

A summary of the prices for the two project components are provided in the table below.

Project Component		Proposal Price (excl. GST)
Original contract	Landfill Feasibility Study	\$85,152
Contract amendment	Second Opinion of the <i>Future Waste Disposal Options Analysis Study – Detailed Analysis</i>	\$42,010

Staff recommend including a \$12,500 contingency allowance in the contract for any additional essential and unforeseen work. Therefore, it is recommended that the contract be awarded in the amount not to exceed \$139,662.

The SCRD Purchasing and Risk Management Division have reviewed the budgets and scopes of work for the two project components. Given the total proposal price is now over \$100,000, staff were advised to seek Board approval for the contract amendment.

### *Financial Implications*

The original contract with SHA is primarily funded from the \$175,000 project budget for the *Future Waste Disposal Options Analysis Study – Phase One* as approved in 2020.

A project budget of \$150,000 was approved as part of the 2021 budget process for the *Future Waste Disposal Options Analysis Study – Phase Two*. Staff recommend the proposed contract amendment to be funded from the *Waste Disposal Options Analysis Study – Phase Two* project budget. The remaining unallocated \$88,610 will be used to fund next steps in the development of a long-term waste disposal option. This could include additional detailed technical analyses on a preferred option or options, and engagement activities, such as open houses and associated advertising.

*Timeline for next steps or estimated completion date*

The second opinion is anticipated to be completed by Q1 2023. The results of the second opinion will be presented at a future Committee of the Whole meeting and be shared with the public as part of the Solid Waste Management Plan Update process.

*Communications Strategy*

This work will inform the Solid Waste Management Plan Update which has a significant public engagement component, as per the requirements in BC's *A Guide to Solid Waste Management Planning*. Staff have contracted Morrison Hershfield to support the Solid Waste Management Plan Update, including the development of a comprehensive communications and engagement plan.

**STRATEGIC PLAN AND RELATED POLICIES**

These projects support Strategic Focus Area 2: Asset Stewardship, strategy 2.3 to 'achieve sustainable solid waste management', and the tactic to 'develop options for long-term solid waste management approach for garbage, recycling, organics' in the Board's 2019-2023 Strategic Plan.

**CONCLUSION**

The Sunshine Coast Regional District is seeking to identify all potential feasible landfill sites within the Regional District, including providing a second opinion on the feasibility of the landfill sites identified in the *Future Waste Disposal Options Analysis Study – Detailed Analysis* (2021). In accordance with the SCRD's Purchasing Policy, RFP 2235004 was issued to secure a contractor to conduct this analysis. No proposals were received. Staff recommend expanding the scope of the Landfill Feasibility Study project that is already underway and amend the contract with Sperling Hansen Associates for the amount not to exceed \$139,662.

Reviewed by:			
Manager		Finance	X - B. Wing
GM		Legislative	
CAO	X- D. McKinley	Purchasing & Risk	X - V. Cropp

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

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

**SUBJECT:** REQUEST FOR PROPOSAL 2237008 AWARD RECOMMENDATION – ELECTRIC VEHICLES

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### RECOMMENDATION(S)

**THAT** the report titled Request for Proposal 2237008 Award Recommendation – Electric Vehicles be received for information;

**AND THAT** a contract for the purchase for four (4) electric vehicles be awarded to Sunshine Coast GM in the amount of \$141,884 (excluding GST and including vehicle rebates);

**AND THAT** the delegated authorities be authorized to execute the purchase;

**AND FURTHER THAT** a loan of up to \$141,884 for a term of five years be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of the vehicles.

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### BACKGROUND

The Board adopted the following resolution, that pertains to Electric Vehicle 1, at the January 9, 2020 Board meeting:

004/20 (in part) **Recommendation No. 31** *Regional Water Service [370] – 2020 R1 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2020 Round 2 Budget:

- Budget Proposal 16 – Utility Vehicle Purchase, \$46,500 funded through MFA 5-Year Equipment Finance Loan;

The Board adopted the following resolution, that pertains to Electric Vehicle 2 at the November 26, 2020 Board meeting:

381/20 (in part) **Recommendation No. 15** *Infrastructure Services Projects*

AND THAT the following 2020 Carry-Forward project be amended in the 2020-2024 Financial Plan as follows:

- [370] Vehicle Purchases – Strategic Infrastructure Division – reduce purchase to 1 versus 2 [fully electric passenger] vehicles (Short Term Debt);

The Board adopted the following resolution, that pertains to Electric Vehicle 3 and Electric Vehicle 4 at the January 13, 2022 Board meeting:



005/22 (in part) **Recommendation No. 57** *Regional Water Service [370] - 2022 R1 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2022 Round 2 Budget:

- Budget Proposal 5 – 2022 (4) Vehicles Purchases, \$200,000 funded through MFA 5-Year Equipment Finance;

AND THAT a loan of up to \$200,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchases of new Regional Water Service vehicles.

As part of the 2021 Carry-Over approval process, staff recommended to defer the purchase of one electric vehicle (EV) to the 2022 Budget process due to the reduced need for that vehicle due to the ongoing pandemic. With the expansion of the metering read and leak resolution program in 2022, and due to the upcoming meter installation program in Sechelt, this electric vehicle purchase was re-incorporated back into the budget for 2022. In total there are four (4) electric vehicle purchases that are currently incorporated into the Regional Water Service Area (RWSA) capital budget which have been assigned for the following departments/divisions:

- Vehicle 1 – Utility Services Department Staff (Field Road)
- Vehicle 2 – Strategic Initiatives Division
- Vehicle 3 – Utility Services Department Staff (Mason Road)
- Vehicle 4 - Strategic Initiatives Division

The purpose of this report is to summarize the results of the Request for Proposal (RFP) process and make a purchase recommendation for the supply and delivery of a four (4) electric vehicles.

## DISCUSSION

Purchasing received two (2) compliant proposals as part of the RFP offer process. Led by Purchasing, the evaluation team consisted of four team members. The Evaluation Committee reviewed and scored the proposals against the criteria set out in RFP. Staff have recommended that a contract be awarded to Sunshine Coast GM, as they met the specifications as outlined, are the highest scoring proponent and provide the best value for the above-mentioned purchase.

### *Financial Implications*

The following table outlines the various pricing submissions received as part of this RFP:

<b><u>Proponent Name and Vehicle</u></b>	<b><u>Value</u></b>
Sunshine Coast GM Electric Vehicle 1	\$35,471
Sunshine Coast GM Electric Vehicle 2	\$35,471
Sunshine Coast GM Electric Vehicle 3	\$35,471
Sunshine Coast GM Electric Vehicle 4	\$35,471
<b>4 Vehicle Total</b>	<b>\$141,884</b>
South Coast Ford Electric Vehicle 1	\$50,213

South Coast Ford Electric Vehicle 2	\$50,213
South Coast Ford Electric Vehicle 3	\$50,213
South Coast Ford Electric Vehicle 4	\$50,213
<b>4 Vehicle Total</b>	<b>\$200,852</b>

\*Pricing inclusive of PST and rebates (does not include GST)

The available funding for the purchase of these four electric vehicles is already incorporated into the capital budget within the Regional Water Service Area. The combined budgets for all four vehicles was originally \$193,000 (\$46,500+\$46,500+\$50,000+\$50,000) however has been slightly reduced due to other vehicle purchase contracts awarded in early 2022. The revised available budgets for the purchase of these four (4) electric vehicles is currently \$164,755 which is still adequate to fund the recommendations presented in this report.

To fund the purchase of these vehicles a loan for the full purchase amount (i.e. \$141,884) for a term of five (5) years be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement).

#### *Timeline for next steps or estimated completion date*

Sunshine Coast GM has provided an estimated delivery timeline range between 180 and 540 days for the four electric vehicles from the SCRD's acceptance of their tender and issuance date of the purchase order.

### **STRATEGIC PLAN AND RELATED POLICIES**

This recommendation is consistent with Section 4.10 Capital Maintenance and Replacement of the Financial Sustainability Policy by addressing the need to replace assets when required to avoid costly repairs and interruption in service.

### **CONCLUSION**

The Regional Water Service Area has identified the purchase of four (4) electric vehicles as part of the 2020 and 2022 Budget processes. A RFP was published on May 30, 2022, and closed on August 5, 2022.

Two (2) compliant submissions were received and staff recommend that a purchase contract be awarded to Sunshine Coast GM as it met the specifications as outlined and was the highest scoring proponent and best value for the above-mentioned purchase.

Total available budgeted project funds within the Regional Water Service Area is adequate to fund the recommended vehicle purchases and staff are recommending that a loan for the full amount of \$141,884 be requested under the Municipal Finance Authority Equipment Finance Program.

Reviewed by:			
Manager		Finance	X - B. Wing
GM	X - R. Rosenboom	Purchasing	X - V. Cropp
CAO	X- D. McKinley	Other	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

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

**SUBJECT:** REQUEST FOR PROPOSAL 2237009 AWARD RECOMMENDATION – SINGLE AXLE DUMP TRUCK

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### RECOMMENDATION(S)

**THAT** the report titled Request for Proposal 2237009 Award Recommendation – Single Axle Dump Truck be received for information;

**AND THAT** a contract for the purchase of a Single Axle Dump Truck be awarded to Harbour International Trucks for the Commercial Equipment Package Option in the amount of \$202,616 (excluding GST);

**AND FURTHER THAT** the delegated authorities be authorized to execute the purchase.

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### BACKGROUND

The Board adopted the following resolution, at the January 13, 2022 Board meeting:

005/22 (in part) **Recommendation No. 56** *Regional Water Service [370] – 2022 R1 Budget Proposals*

THAT the following budget proposal be approved and incorporated into the 2022 Round 2 Budget:

- Budget Proposal 4 – Single Axle Dump Truck Replacement, \$225,000 funded through MFA 5-Year Equipment Finance Loan;

AND THAT a loan of up to \$225,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the purchase of a single axle dump truck.

A Request for Proposal (RFP) was published on May 30, 2022 for the supply and delivery of a single axle dump truck for the Regional Water Service Area department. The RFP closed on August 5, 2022.

The purpose of this report is to summarize the results of the RFP process and make a purchase recommendation for the supply and delivery of a single axle dump truck.

### DISCUSSION

Purchasing received from one (1) Vender five (5) compliant submission proposals as part of the RFP offer process. Led by Purchasing, the evaluation team consisted of three (3) team members.

The Evaluation Committee reviewed and scored the submissions against the criteria set out in RFP. Staff have recommended that a contract be awarded to the Vender, Harbour International Trucks for the Commercial Equipment Package Option, as it met the specifications outlined and was the highest scoring option presented by the sole proponent and will provide the best value for the SCRD.

### *Financial Implications*

The following table outlines the various pricing submissions received as part of this RFP:

<b><u>Proponent Name and Submission Option</u></b>	<b><u>Value</u></b>
Harbour International Trucks - Fort Fabrication Package Option 1	\$181,528
Harbour International Trucks - Viking Cives Package Option	\$187,331
Harbour International Trucks - Falcon Equipment Package Option	\$189,353
Harbour International Trucks - Fort Fabrication Package Option 2	\$190,503
Harbour International Trucks - Commercial Equipment Package Option	\$202,616

\*Pricing inclusive of PST (does not include GST)

The Commercial Equipment Package Option provided some notable advantages over other submissions including a stronger and more resilient double walled body on the dump box, heavier duty suspension and additional safety features that resulted in a higher overall score by the evaluation team.

The existing funding for the purchase of the single axle dump truck was incorporated into the Regional Water Service Area departmental budget as part of the 2022 budget process. The existing approved project budget funding of \$225,000 will be sufficient to fund the recommendation being presented.

To fund the single axle dump truck a loan for the full purchase amount (i.e. \$202,615) for a term of five (5) years will be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement).

### *Timeline for next steps or estimated completion date*

Harbour International Trucks has provided an approximate 365-day delivery timeline for the single axle dump truck from the SCRD's acceptance of their tender and issuance date of the purchase order.

## **STRATEGIC PLAN AND RELATED POLICIES**

This recommendation is consistent with Section 4.10 Capital Maintenance and Replacement of the Financial Sustainability Policy by addressing the need to replace assets when required to avoid costly repairs and interruption in service.

## **CONCLUSION**

The Regional Water Service Area identified the purchase of a single axle dump truck as part of the 2022 Budget process. A RFP was published on May 30, 2022, and closed on August 5, 2022.

Five (5) compliant submissions were received and staff recommend that a purchase contract be awarded to Harbour International Trucks for the Commercial Equipment Package Option as it met

the specifications as outlined and was the highest scoring proponent and best value for the above-mentioned purchase.

Total available budgeted project funds within the Regional Water Service Area is adequate to fund the recommended vehicle purchase and Staff are recommending that a loan for the full amount of \$202,616 be requested under the Municipal Finance Authority Equipment Finance Program.

Reviewed by:			
Manager		Finance	X - B. Wing
GM	X - R. Rosenboom	Purchasing	X - V. Cropp
CAO	X- D. McKinley	Other	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Matt Treit, Manager of Protective Services

**SUBJECT:** COMMUNITY EMERGENCY PREPAREDNESS FUND GRANT APPLICATION – ADDITIONAL RESOLUTION OF SUPPORT

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### RECOMMENDATION(S)

**THAT the report titled Community Emergency Preparedness Fund Grant Application – Additional Resolution of Support be received for information;**

**AND THAT SCRD supports and is willing to provide overall grant management for a regional grant application to the Union of British Columbia Municipalities' Community Emergency Preparedness Fund for development of an Extreme Heat Response Plan for the Sunshine Coast Regional District.**

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### BACKGROUND

The SCRD Board adopted Resolution 183/22 on July 14, 2022:

Extreme Heat Response Plan

183/22                      THAT the report titled Community Emergency Preparedness Fund Grant Application – Extreme Heat Response Plan for SCRD be received for information;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Emergency Preparedness Fund for development of an Extreme Heat Response Plan for the Sunshine Coast Regional District be approved;

AND FURTHER THAT a request for resolutions or letters of support be forwarded to the Town of Gibsons, District of Sechelt and shíshálh Nation.

### DISCUSSION

Since July, requests for resolutions from partnering jurisdictions have been sent and staff understand response is in progress.

Further dialogue with UBCM indicates that the resolution from SCRD must specifically reference a willingness to provide overall grant management on behalf of partners. This report requests this additional resolution in order for UBCM to proceed with considering the grant application.

*Financial Implications*

The additional resolution will support coordinated management of grant resources by SCRD as part of a regional approach to emergency planning and management.

As noted in the July staff report, development of the Extreme Heat Response Plan is not currently included in the Financial Plan. Should the application for funding be successful, a Financial Plan amendment will be required. The grant will cover 100% of the eligible costs associated with the development of the Extreme Heat Response Plan.

*Timeline for next steps or estimated completion date*

Results of the application are expected in late September 2022.

As the plan will encompass the entire SCRD, resolutions of support will also be required from the District of Sechelt, the shishálh Nation, and the Town of Gibsons.

**STRATEGIC PLAN AND RELATED POLICIES**

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

**CONCLUSION**

An application to CEPF was prepared and submitted. An additional resolution of support from the Board related to overall grant management is required for the application to be considered.

Reviewed by:			
Manager	X – M. Treit	CFO/Finance	X – B. Wing
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Other	

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Regular Board – September 8, 2022

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** 2022 Q4 MEETING SCHEDULE CHANGES

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### RECOMMENDATION(S)

**THAT** the report titled 2022 Q4 Meeting Schedule Changes be received for information;

**AND THAT** the 2022 Meeting Schedule be amended as follows:

- Cancel October 13<sup>th</sup> Committee of the Whole;
  - Cancel October 20<sup>th</sup> Electoral Area Services Committee;
  - Cancel October 20<sup>th</sup> Finance Committee and move those agenda items to the October 27<sup>th</sup> Committee of the Whole;
  - Reschedule November 17<sup>th</sup> Electoral Area Services Committee from 9:30 am start time to 2:00 pm start time; and
  - Schedule dates for Board Orientation Sessions on November 7<sup>th</sup>, 10<sup>th</sup>, 14<sup>th</sup> - 16<sup>th</sup>, and November 17<sup>th</sup>.
- 

### BACKGROUND

The schedule of meetings for the Sunshine Coast Regional District (SCRD) Board and Board Committees is adopted annually. Changes to the meeting schedule can be made throughout the year by resolution or in alignment with Board Procedures Bylaw No. 717.

With the general local election scheduled for October 15<sup>th</sup>, staff have reviewed meeting schedules, work plans and strategic plan priorities with a goal of completing initiatives and providing a smooth transition for a new Board. Staff have also considered governance best practices with respect to advancing decisions during an election campaign period. As a result, staff have identified a number of recommended changes to the meeting schedule for the remainder of 2022.

### DISCUSSION

Staff recommend the following changes to the meeting schedule:

1. Cancel October 13<sup>th</sup> and the October 20<sup>th</sup> Electoral Area Services Committee meeting.

No urgent agenda items have been identified for these meetings, one of which is scheduled to occur two days prior to general voting day and the other just 5 days after the election, but before the newly elected Board takes office.



2. Cancel the October 20<sup>th</sup> Finance Committee and move the agenda items to the October 27<sup>th</sup> Committee of the Whole.
3. Reschedule the November 17<sup>th</sup> Electoral Area Services Committee meeting to 2:00 pm to allow time in the morning for Board orientation.
4. Schedule Board orientation dates for November 7<sup>th</sup>, 10<sup>th</sup>, 14<sup>th</sup> – 16<sup>th</sup>, and the morning of November 17<sup>th</sup>.

#### **STRATEGIC PLAN AND RELATED POLICIES**

N/A.

#### **CONCLUSION**

With the general local election scheduled for October 15<sup>th</sup>, staff have reviewed meeting schedules, work plans and strategic plan priorities with a goal of completing initiatives and providing a smooth transition for a new board. As a result, staff recommend that the meeting schedule be amended as outlined in this report.

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



July 2022

**Dear Regional District Chair**

We are writing to you on behalf of the Vancouver Island and Coastal Communities Climate Leadership Steering Committee. In 2019, you appointed a representative from your region to work jointly with other regional districts in the AVICC region to lead the development of a region-wide climate action plan. Over the past three years, we have made significant progress and are very close to completing a 2030 Vancouver Island and Coastal Communities Climate Leadership Plan (VICC-CLP) for the AVICC region which will enhance local efforts and drive deeper collaboration through the implementation period out to 2030.

Over the time we've been working on this plan, climate events and their impacts on our communities have intensified. From flooding, to fires, to pressure on our local infrastructure as local governments, we're really starting to feel the impacts of climate change at the local level. And we're all working hard to take action where we can on solid waste, electric vehicles, building retrofit programs, better transit, active transportation and other actions within local government jurisdiction. But we're mostly all working in isolation in our own regional districts without the opportunity for sharing practices and scaling up region-wide, across Vancouver Island and Coastal Communities.

That's why the VICC CLP-2030 plan is so important; it will increase staff and organizational capacity in local governments for both climate adaptation and mitigation. It will help ensure that each local government isn't reinventing the wheel, and that staff – particularly in smaller and more rural areas – have the support they need to deliver the programs and services in a cost-effective way that will be necessary over the next decades.

This letter is to update you on progress and to ask for your assistance to complete the project. To complete the VICC-CLP by April 2023 for presentation and adoption at the AVICC conference, we require \$156,400. Please see attached budget. We have confirmed with the Province that funding from the newly announced CleanBC Local Government Climate Action Program (see attached press release) can be allocated by local governments to help fund the completion of the VICC-CLP. Once funding is disbursed to local governments (we understand

this will be in fall 2022) we are asking your Board to allocate a population-based contribution to this important effort.

<b>Area</b>	<b>Population</b>	<b>Amount Requested</b>
Comox Valley Regional District	74,727	13,000
Capital Regional District	415,451	73,150
Cowichan Valley RD	91,913	16,000
Mount Waddington RD	10,839	1,900
Strathcona RD	48,150	8,400
Alberni/Clayoquot RD	33,521	5,900
Nanaimo Regional District	170,367	29,800
Qathet Regional District	13,942	2,400
Island Trust	1430	250
Sunshine Coast Regional District	32,170	5600
<b>Total Request</b>	<b>892,510</b>	<b>156,400</b>

*Amount of request based per region population contribution of .175 per person*

Though climate change impacts are experienced at a local level, we have found through our work that existing municipal and regional district governance structures can constrain climate action. This project demonstrates that not only is broader regional-scale planning possible and effective, it is also essential if we're going to meet the needs of our residents now and in the future.

### **Background**

At the Association of Vancouver Island and Coastal Communities (AVICC) meeting in April 2019, over 50 local elected officials gathered as part of an off-program, informal workshop to discuss the impending threat of climate change to our local governments, communities, and First Nations in the AVICC region.

Key areas of discussion included the lack of capacity for small and rural local governments and First Nations to mitigate and adapt to climate change, and the desire to learn from each other and share best practices. At that meeting, we posed the question: What would it be like – and what would it take – to create a climate mitigation and adaptation plan for our entire region?

There was a great deal of excitement and inspiration generated by this question. Coming out of that initial gathering, we struck a working group with nominees appointed by each regional district board in the AVICC region.

### **Context: Geographical Scope of the VICC-CLP Project**

The Vancouver Island and Coastal Communities Region is comprised of 11 Regional Districts, 50 First Nations and 41 municipalities. The entirety of Vancouver Island and coastal mainland BC are the traditional territories of Indigenous Peoples. The region is shaped by its proximity to

water and includes approximately 40,000 islands of vastly different sizes and around 67 inhabited major islands, the largest of which is Vancouver Island.

## **Work to Date**

### **Phase 1 Research and Data Collection**

We realized early on, that in order to be successful, we needed to ground our plan in research and data. To that end, we initiated a partnership with a group of professors from the University of Victoria who are deeply committed to community-based research. Please see their letter attached.

In the fall of 2019, they undertook a “territorial analysis”, which examined the AVICC region holistically, for the first time. That publication reported on land use, energy use, economic and demographic trends, and our region’s vulnerability to climate change.

Building on this body of work, in spring 2020, they undertook a survey of local government staff and elected officials to understand current climate priorities, policies, capacities, and challenges. The survey had a 96% response rate (only two of 52 local governments did not participate). This voluntary, high-participation rate, in and of itself, speaks to the importance of climate change policy and practice to local governments in our region.

The survey findings can be summarized as follows:

- Municipalities and regional districts are overwhelmingly supportive of climate action
- Climate change hazards and impacts are already being experienced
- Wildfire and extreme rainfall were top hazards in municipalities of all sizes
- There are distinct regional differences in the impacts experienced
- There is a high level of support for climate mitigation policies and practices
- Climate change mitigation policies exist in all regional districts, across all sectors
- There is a high level of support for climate adaptation policies
- It is uncommon to have dedicated staff working on climate issues
- Barriers to action include a lack of financial resources and a lack of staff

We attach their report, “Territorial Analysis and Survey of Local Government Priorities for Climate Action: Vancouver Island and Coastal Communities,” for your information.

### **Phase 2 Engagement**

Our steering committee also understood from the beginning that engagement was key to success. To build a ten-year climate adaptation and mitigation plan for the AVICC region, to address the gaps identified in the research, and to support local governments, communities and First Nations to prepare for the future, we needed full participation.

Much of the engagement to date has been done on a shoe-string budget with in-kind support from our local government staff, UVIC professors, the Climate Caucus, ourselves, and some funding from the Pacific Institute for Climate Solutions (PICS) at UVIC and the Real Estate Foundation of BC.

In November 2020, we hosted a day-long Community Resilience Summit for local elected officials and staff. BC government officials were also invited as observers. Over 150 elected officials and members of staff from across the VICC region engaged in a series of workshops and began the first steps of developing a Climate Action and Resilience Plan to 2030 for the island and coastal communities. The outcomes from that productive and inspiring day can be found in the attached report, “Vancouver Island and Coastal Communities: November 6<sup>th</sup> Resilience Summit Outcomes.” We hope you will find the document inspiring and note the direct alignment with many of your Board’s priorities.

In the spring of 2021, we held a day-long Youth Climate Summit to engage youth across our communities to get their input. We did this because youth are often left out of the policy development process even when – on issues like climate change – they are the ones who will inherit the impacts of the policy choices we make today. The Youth Summit Report is also attached for your information and inspiration.

In the spring and summer of 2022 we’re working with an Indigenous-led, Vancouver Island-based consultancy to undertake Indigenous engagement and seek Indigenous input towards the development of the plan. The engagement will be Indigenous-led and informed by consultation with each of the 50 First Nations in the AVICC region.

We are doing this to ensure that final 10-year plan is grounded in First Nations’ existing actions and priorities for climate mitigation and adaption, and their preferred modes of collaboration going forward. Indigenous leadership is essential to advancing inclusive, effective climate action in the region. An Indigenous Climate Priorities Report will be created from this segment of engagement and published in the fall of 2022.

### **Phase 3 Next Steps and Funding Request**

By the fall of 2022, the Indigenous engagement will be complete. At that time, our steering committee and UVIC research partners will have three robust streams of input that need to be turned into a comprehensive 10-year Climate Leadership Plan for the Vancouver Island and Coastal Communities region.

Between June November 2022 and March 2023, we propose the following steps to ensure the completion, adoption, and implementation of the plan:

Fall 2022 – Workshop with steering committee members and UVIC researchers to integrate and prioritize actions from three input streams

Fall 2022 – Workshops with small group comprised of local government, youth and Indigenous participants to ground-truth the proposed goals and actions

Fall 2022 – Development of Terms of Reference to transition the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee to a Plan Implementation Standing Committee, comprised of local government staff, elected officials, youth, and First Nations representation

Fall 2022 - January 2023 – Technical analysis on any draft goals: viability of targets, locus of responsibility, draft plan development and circulation to local governments and First Nations for any final input

February 2023 – Plan finalization, graphic design etc.

March 2023 – Develop best practices guide for climate adaptation and mitigation planning at a large regional scale

April 2023 – Final presentation of plan to AVICC members at annual conference for adoption

April 2023 – Deliver final Vancouver Island and Coastal Communities Climate Leadership Plan and best practices guide for interregional and inclusive climate planning to provincial government

Recognizing that our ad hoc Steering Committee needs a home and project coordination as we move from the development of the VICC-CLP to implementation, we have partnered with the Community Energy Association (CEA) to act as the secretariat for VICC-CLP in Phase 3 and potentially beyond as we advance the project from planning to implementation.

CEA has extensive experience in climate planning, engagement, convening networks, advancing cross-regional collaboration, and driving project implementation with local governments and Indigenous communities. In addition to playing a convening and project support role, CEA is the fiscal agent for the project. CEA is a non-profit organization with charitable status that has been supporting communities with climate action for over 25 years and has staff based on Vancouver Island. See attached document outlining CEA's role.

The process of creating the Vancouver Island and Coastal Communities Climate Leadership Plan has catalyzed a vast coastal region uniting local governments, youth and Indigenous communities to address climate challenges together. The VICC-CLP will create an action menu that will help smaller and more rural local governments and First Nations to take meaningful climate action and will increase staff capacity through shared development and delivery of key emissions reduction programs and adaptation measures.

We have been able to patch together resources and find time off the side of our desks to advance this project to this stage. We need your help to complete this project. We are seeking your Regional District's share of \$156,400 in funding to complete this work and have attached a budget for your consideration.

We are happy to share any further information you might require and we thank you in advance for your consideration and support.

A handwritten signature in black ink, appearing to read "M. Helps".

Mayor Helps, Victoria,  
VICC-CLP Steering Committee Co-Chair

A handwritten signature in blue ink, appearing to read "D. Staples".

Mayor Staples, Duncan,  
VICC-CLP Steering Committee Co-Chair

<b>VICC - Climate Leadership Plan Budget</b>	<b>Cash</b>	<b>In-kind</b>		<b>Total</b>
Steering Committee Meetings		400	\$12,000	\$12,000
<b>Phase 1</b> - Research and Data Collection	\$10,000	40	\$4,000	\$14,000
<b>Phase 2</b> - Engagement	\$11,952	40	\$4,000	\$15,952
Local Government Resilience Forum	\$3,000	300	\$9,000	\$12,000
Youth Climate Forum	\$3,000	167	\$5,010	\$8,010
First Nations Survey and Engagement	\$46,000	30	\$900	\$46,900
<b>Total Phase 2</b>	73,952	537	\$34,910	\$108,862.00
<b>Phase 3</b> - Synthesis/Analysis 8-10 Theme Areas				
Action Plan Forum (First Nations, Local Governments and Parnter/Stakeholders)	\$10,000	300	\$9,000	\$19,000
Plan Preparation	\$5,000	30	\$900	\$5,900
Project Management	\$30,000	50	\$1,500	\$31,500.00
Research & Planning	\$5,000	40	\$4,000	\$5,000.00
Engagment	\$15,000	30	\$900	\$15,000.00
Writing	\$25,000	40	\$4,000	\$25,000.00
Implementation	\$21,000	300	\$9,000	\$21,000.00
Travel/Accomodation	\$20,000			\$20,000.00
Meeting/ Engagment Rental Costs	\$5,000			\$5,000.00
Contingency (15%)	\$20,400			
<b>Total Phase 3</b>	\$136,000	790	\$29,300	<b>\$165,300.00</b>



<b><u>Total Request</u></b>	<b><u>\$156,400</u></b>			
Total Project	\$240,352	1767	\$80,210	\$320,562.00

***\*\*In-kind time for University researchers valued at \$100/hour and other volunteers valued at \$30/hour.***

September 1, 2022

Dear Regional District Board Chair,

I write in support of the Vancouver Island and Coastal Communities Climate Leadership Plan (VICC-CLP) on behalf of a team of researchers from the University of Victoria. We have been involved with VICC-CLP since its outset, participating in Steering Committee meetings and conducting research in support of the process. Our involvement was sparked and has been sustained by how innovative and important we feel the planning process is, and the potential we believe it has to galvanize collaborative climate action at a time when we so desperately need it. The project itself also offers an excellent example of and model for community-university collaboration towards solving pressing contemporary challenges.

We were initially drawn to VICC-CLP to explore its potential to help address the fundamental unevenness in capacity to develop and implement effective climate action across diverse and varied communities, including especially Indigenous and rural communities. There is evidence of the effectiveness of regional-scale climate planning in European contexts, but it is not an approach that has been attempted in Canada: the VICC-CLP offered the potential to explore whether and how such an approach might support or even catalyze climate action in our region.

Developing a shared vision for climate action at a regional scale has the potential not only to facilitate the sharing of resources and to help build capacity for communities to respond to the climate crisis, but also to empower the differentiated contributions each can make to building a resilient and climate-friendly region. Engaging seriously at a regional scale reveals the limitations of “one size fits all” solutions in relation to communities with different histories, economic and social structures, and geographical characteristics, and opens conversation about how these differences can enable supportive relationships that facilitate resilience across the region more widely.

An awareness of this potential, but also of the uniqueness of this region and planning context, led us to offer our support and research capacity to the VICC-CLP. Our contributions began with a territorial analysis of the region, highlighting both distinctiveness and points of commonality in the social, political, ecological and economic realities faced by communities in the region. This was followed by a survey of local governments to better understand current climate mitigation and adaptation goals and priorities, as well as barriers to more effective climate action. Throughout this research, we were able to engage students deeply into the research process, allowing them to build skills and understanding of the preconditions for and dynamics of climate action.

Following this, we engaged a wider range of students to help design, facilitate and participate in both the Resilience Summit and Youth Summits, again offering vital experience to our students while at the same time embedding their voices and contributions into the process. In this way, participation in the VICC-CLP process has helped build the skills and capacities of young people who will be grappling with these challenges for the duration of their working lives. It has also engaged them in collective action with others, helping to counteract feelings of hopelessness and despair that so many youth—and others—struggle within these times.

We are now at a crucial point in this process: many people from across the region have invested their time and energy to explore potentials for climate action as well as to articulate their hopes and priorities; it is now essential that we continue the important work by integrating these conversations and offering back to their communities a coherent framework for collaboration.

Precisely because this framework will be somewhat unconventional—cutting across jurisdictions and scales of governance, as well as connecting diverse communities through shared values, priorities and commitments—it has unique potential to catalyze adaptation and mitigation efforts. It will offer opportunities for citizen and government involvement through pathways that are currently underutilized but that have tremendous potential for mobilizing co-benefits, while also highlighting the distinctive contributions communities are making and that can be enhanced. It will be built on and seek to support existing efforts, using their momentum to draw in a wider range of actors and offer solutions to those who currently lack the capacity to build these from the ground up.

Through our own research, our experiences with our students and in the Summits and ongoing engagement, it is clear that this process has already had important impacts: it has engaged new people into conversations about climate action, has built understanding within and across the region, has responded to and enhanced a broad and deep desire for more ambitious climate action, and has brought new opportunities and priorities for mitigation and adaptation to light. Perhaps most importantly, it has connected people from different parts of the region into shared conversations, building understanding across difference and responding to a broad and deep desire for more ambitious and more effective climate action. However, the real benefits will emerge when we are able to return to those who have engaged, and to communities more broadly, and offer them a vision and plan that helps them to see how their own communities can make meaningful and distinctive contributions to mitigation and adaptation.

We intend to continue our involvement with this process, and strongly urge you to offer the support needed to deliver on its potential. Please do not hesitate to be in touch if we can be of any further assistance.

With best wishes,



Dr. Kara Shaw, Associate Professor, School of Environmental Studies  
[shawk@uvic.ca](mailto:shawk@uvic.ca)

*On behalf of the UVic team:*

Dr. Astrid Brousselle, Professor and Director, School of Public Administration  
Dr. Tamara Krawchenko, Assistant Professor, School of Public Administration  
Dr. Katya Rhodes, Assistant Professor, School of Public Administration  
Dr. Tara Ney, Associate Professor, School of Public Administration  
+ numerous graduate and undergraduate students

## **SCOPE OF WORK for CEA as VICC CLP SECRETARIAT**

**August 2022**

Thank you for inviting Community Energy Association to be the secretariat for the Vancouver Island and Coastal Communities Climate Leadership Plan (VICC CLP). This scope of work is for coordinating the completion of the Plan by April 2023 and supporting the beginning stages of plan implementation. The intent is for the secretariat role to continue through multiple years of Plan implementation between 2023 and 2030.

### **Background**

Community Energy Association is a non-profit organization with charitable status that has been supporting communities with energy planning and climate action for more than 25 years. CEA traces its roots to a 1995 MOU between UBCM and Province of BC establishing the Energy Aware Committee, which incorporated into the Community Energy Association in 2004. We are a recognized thought-leader and the only organization in BC dedicated exclusively to supporting communities with climate action research, planning, capacity building, and implementation.

Our team of more than 30 staff are distributed across BC and have existing and accelerating momentum engaging local governments, regional governments, Indigenous communities, and Modern Treaty Nations on climate action. We have specific expertise in advancing proven solutions that align with Clean BC targets and regional goals. Our networks of staff and elected officials offer a unique opportunity to move quickly to support collaborative implementation.

CEA supports communities through:

- **Research and Planning** – Energy and emissions inventories and modelling, action planning, and prioritization, online interactive [climate action planner](#) tool, and sectoral strategies such as retrofit strategies or e-mobility plans. Research and guides on best practices, emerging technologies, and other topics relevant to local governments and Indigenous communities. Recently CEA completed or is working on Climate Plans for Esquimalt, View Royal and Colwood.
- **Coaching, Networks, and Education** – CEA coordinates 4 staff [peer networks](#) on various topics and two newly formed regional sub-networks, [BC Climate Leaders](#) programming and networks for elected officials, including the BC Climate Leaders Playbook and the Climate Leaders Institute, and developed and delivers the Community energy management certificate through BCIT.
- **Implementation** – Coordination of multi-year and multi-partner [implementation projects](#), including cross-regional EV charging networks (including the [Mid-Island network](#)), design and delivery of retrofit concierge programs, including Retrofit Assist and the Kootenay Clean Energy Transition, organics diversion and processing projects, and collaborative industry capacity building on the Energy Step Code and retrofits.

## Role of Secretariat

The VICC CLP secretariat will be a dynamic role that responds to the guidance of the Steering Committee, while adding expertise, leadership, coordination, and professional capacity to this successful and exciting initiative. As local governments enter an election period, it is critical for VICC CLP to have a home base that will continue to foster regional collaboration through the election and beyond. Specific duties of the secretariat during the period of plan completion may include, but are not limited to:

- **Convening** – CEA will coordinate meetings of the elected official steering committee as well as a staff working group to guide the final development of the Plan. The meetings will continue monthly with a break at election time. Meeting coordination will include agenda-setting in collaboration with co-chairs, preparing meeting notes, and creating a short (one to two page) report out after each meeting for Steering Committee members to share with their regional district boards. CEA will create a member's only webpage which will grow over time to include best practices, case studies, policy templates and other materials relevant to VICC CLP members, and will post meeting notes and other resources.

*Note: CEA is already supported financially for a VICC staff network via an existing agreement with BC Hydro (valued at \$20,000) and has partial funding for regional coordination of elected officials with support from BC Hydro, Real Estate Foundation, and Vancity Credit Union until the end of March 2023 (valued at approximately \$5,000).*

- **Member Support and Orientation** – Following the election, CEA will work with the returning elected officials on the steering committee to confirm the members of the steering committee and support recruitment of new members as needed. The scope of this work will depend on the number of returning VICC-CLP steering committee members and on whether the co-chairs are re-elected. CEA will also conduct outreach to local government staff and convene the region-wide staff working group so that staff are aware of the project and can get involved.
- **Resource Management and Collaboration** – As noted above, CEA will create a members-only webpage for a resource library and links, on the same page where we will post meeting agendas and notes. If desired, CEA will set up and manage an on-line discussion forum, possibly using Earth.net or another messaging platform such as Slack, depending on member preference.
- **Procurement and Contract Management** – CEA can manage procurement for contractors, including through requests for proposals or sole-sourcing.
- **Fundraising and Fiscal Management** – CEA will support the Steering Committee with funding requests with regional districts and municipalities, make connections with key contacts at the staff level, and receive and disperse funds from regional districts and local governments on behalf of the VICC CLP Steering Committee. CEA will also seek funding support from other sponsors including during the plan implementation phase. As a non-profit organization with charitable status, CEA can access grants from foundations and has strong relationships with various funders.
- **Implementation Coordination and Project Management** – Plan implementation is the ultimate goal. Subject to a Steering Committee decision once the plan is adopted by the Association of Vancouver Island and Coastal Communities in April 2023, CEA will support successful, accelerated, and collaborative climate action implementation across the region. Implementation coordination can include:

- Identifying priority actions for individual local and regional governments and First Nations and convening sub-groups for collaborative implementation
- Providing expert guidance and support such as policy review, template development, and linkages to subject-matter experts
- Coordinating shared industry, public and stakeholder engagement, including through the creation of template outreach materials, social media and web content
- Fiscal management and procurement as outlined above

CEA will compile annual implementation progress reports utilizing our upcoming Climate Action Dashboard as well as reflections from the elected and staff working groups.

### **Climate Leadership Plan Completion**

We understand that Alderhill has been contracted to conduct engagement with First Nations and then create an engagement summary from the First Nations engagement. CEA is well positioned to support Alderhill with Plan completion should that be desired by the Steering Committee. There are various options for the scope of the Plan, from a light-touch that would involve compiling and summarizing the engagement results and updating the Goals document through to a full plan with inventories, modelling, and action prioritization. CEA can draft a separate scope for assisting with the completion of the Plan if desired by the Steering Committee and we look forward to collaborating with Alderhill and the UVic team of researchers.

### **Secretariat Fees**

CEA brings existing funding resources to support most of the convening duties. The role of the secretariat can be scaled up and down as the project requires and will increase during the implementation phase. In year one it is estimated that the costs will be approximately \$50,000. CEA has \$25,000 in existing funding to put towards this work. CEA would be responsible for working with the steering committee to fund plan implementation and help to secure match funding to support the work as it scales.

### **Thank you!**

Thank you for the opportunity to support the Vancouver Island and Coastal Communities Climate Leadership Plan, from plan completion through to multi-year implementation to 2030. We congratulate the Steering Committee on the successful collaboration to date, including with the UVic team, high local government participation, the youth summit, and engaging Alderhill for First Nations engagement. We look forward to working with you to accelerate collaborative and impactful implementation in the years ahead during this decade of climate action.

Sincerely,



Maya Chorobik  
Director of Climate Leadership  
Community Energy Association  
[mchorobik@communityenergy.bc.ca](mailto:mchorobik@communityenergy.bc.ca)



# Territorial Analysis and Survey of Local Government Priorities for Climate Action: Vancouver Island and Coastal Communities



Document produced for the Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee (VICC CLP SC) by: Tamara Krawchenko, Katya Rhodes, Kimberly Harrison, Katherine Pearce, Kara Shaw, Astrid Brousselle, Tara Ney, Catriona Mallows (University of Victoria).

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## CONTACTS

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# Introduction

## **Territorial Acknowledgement**

The authors respectfully acknowledge that the Vancouver Island and Coastal Communities Region is located upon the traditional unceded territories of many different Indigenous peoples. Although every effort is made to use unbiased data, much of the data is not framed to adequately reflect Indigenous realities.

## **The climate change challenge**

Climate change is a complex and ongoing challenge that communities across the Vancouver Island and Coastal Communities Region (VICC) are tackling through a range of approaches. By 2050, it is anticipated that British Columbia will experience:

- Temperature increases of 1.3 to 2.7 °C;
- Increases in average annual rainfall from 2% to 12%, with summers being increasingly drier;
- Loss of glaciers resulting in changes to fish habitat, declining quality and storage of drinking water; and
- Continued rising sea levels along most of B.C.'s coast, more frequent wildfires and rainfalls (Province of British Columbia, 2020).

These environmental changes will have wide-ranging effects, from more frequent and severe heat waves and a greater propensity for forest fires to major disruptions in agricultural growing conditions. Climate change impacts all sectors of society and the economy now and in the future.

***Our communities are connected in tackling this challenge.*** The Vancouver Island and Coastal Communities (VICC) region is already experiencing unique climate changes.

The **Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee** (VICC CLP SC) has been convened by three Vancouver Island Mayors—Lisa Helps (Victoria), Josie Osborne (Tofino), Michelle Staples (Duncan)—in order to help catalyze climate mitigation and adaptation throughout the region. The VICC CLP SC includes representatives from each of the regional districts on the island and the Sunshine Coast to produce a plan that will catalyze climate mitigation and adaptation throughout the coastal region.

This report summarises the findings of *Territorial Analysis and Survey of Local Government Priorities for Climate Action: Vancouver Island and Coastal Communities*. Please note that the Territorial Analysis (Part 1) covers the full VICC region, while the Survey (Part 2) covers Vancouver Island and the Sunshine Coast.

## **Why coordinate at the regional scale?**

British Columbia has been at the forefront of actions to promote climate change mitigation and adaptation and there is widespread support for these efforts. Communities big and small across the province have adopted a range of initiatives and there are a growing number of regional plans that aim to scale up these efforts and to promote co-ordinated actions. Climate change impacts are experienced at a local level, yet existing municipal and regional district governance structures can constrain climate action plans, making planning at a broader regional scale essential.

Regionally-scaled planning can help municipalities and Regional Districts to:

- Pool knowledge and map and understand functionally connected territories;
- Share expertise and build capacity;
- Share the costs of environmental assessments and other upfront planning needs;
- Co-ordinate and scale-up investments in adaptation and mitigation efforts;
- Speak with a common and louder voice to upper level governments about the region's unique needs and priorities; and
- Mutually support communities of all sizes to meet their climate goals, with larger administrations supporting smaller ones.

It is for these reasons that the VICC CLP SC has been convened. The VICC CLP SC shares a clear vision and priorities for its work, suggesting the potential for rapid collective progress. Collaborative planning at this scale thus offers a potential to build consensus and poly-benefits for climate action, including a shared regional vision to guide that action effectively and rapidly.

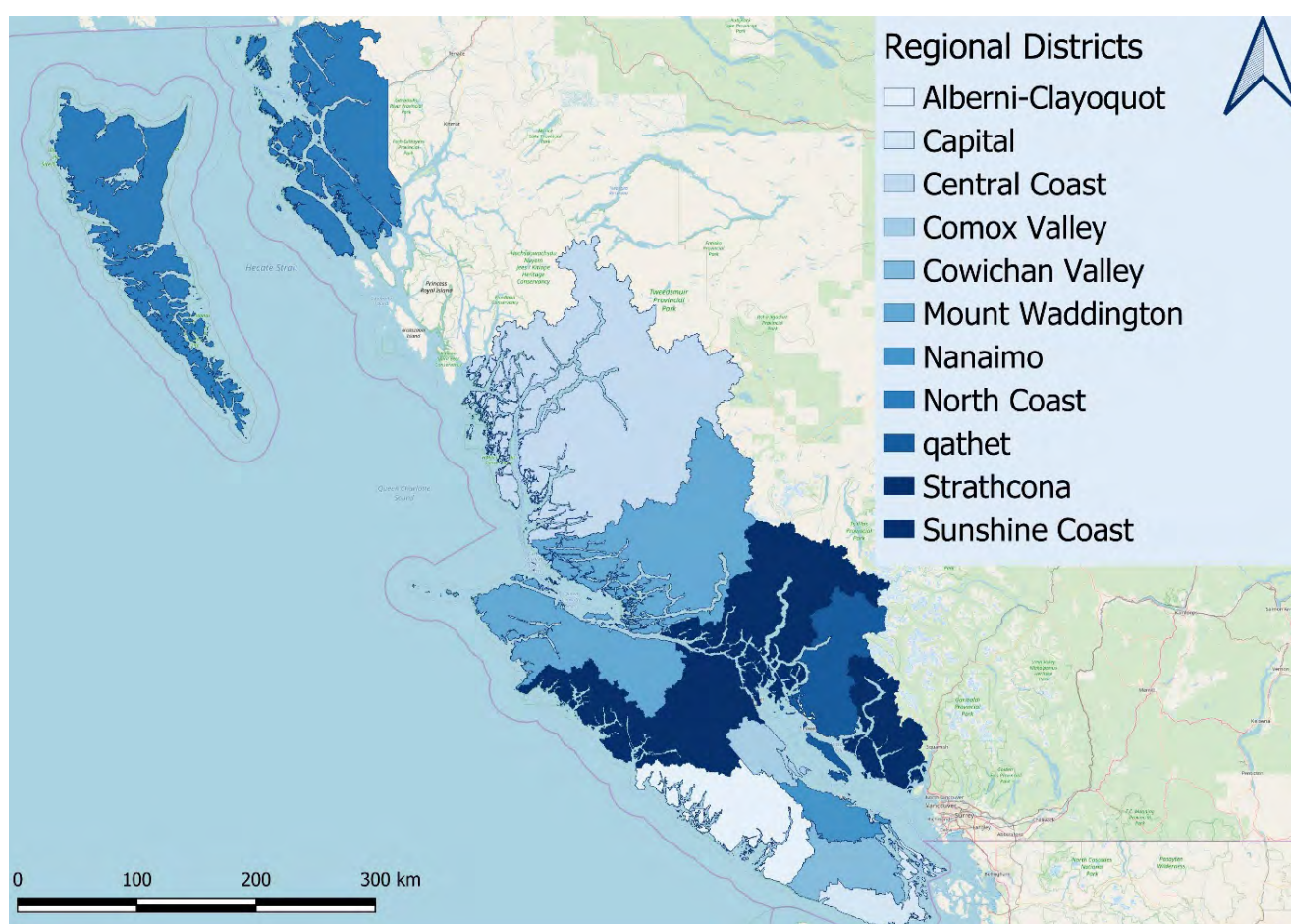


*Cyclists on the Galloping Goose, Victoria, Catriona Mallows*

# Part 1. About the region

The Vancouver Island and Coastal Communities Region is comprised of 11 Regional Districts, 89 First Nations Reserves and Indian Government Districts, and 41 municipalities (Figure 1). The entirety of Vancouver Island and coastal mainland BC are the traditional territories of Indigenous peoples. The region is shaped by its proximity to water and includes approximately 40,000 islands of vastly different sizes and around 67 inhabited major islands, the largest of which is Vancouver Island. Many communities rely on connections to water for both transportation and livelihoods. Given the prevalence of coastlines, sea level changes pose risks as does the prospect of more frequent and severe storms. The mainland part of the region north of Vancouver is coastal and mountainous, with many areas having limited accessibility. In this region land transport connections flow east-west towards the Pacific. Coastal routes are the life-blood of communities.

**Figure 1** Vancouver Island and Coastal Communities Regional Districts



Source: British Columbia Data Catalogue. <https://catalogue.data.gov.bc.ca/dataset/d1aff64e-dbf6-45a6-af97-582b7f6418b9> & <https://catalogue.data.gov.bc.ca/dataset/nts-bc-coastline-polygons-1-250-000-digital-baseline-mapping-nts#edc-pow>



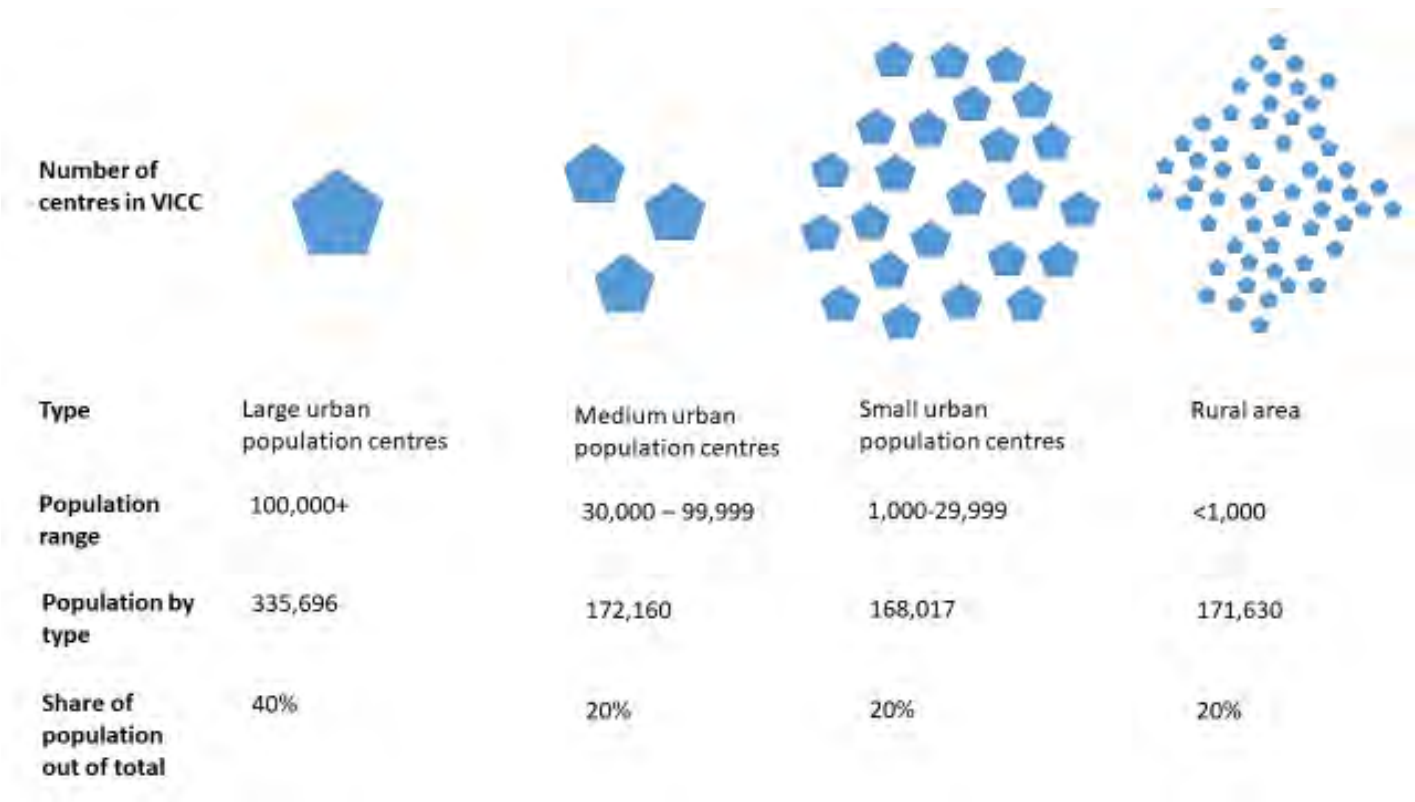
**Much of the region is low density, characterised by small communities—rural-urban connections are critical to this region**

“Small islands have a more obvious finite land base and natural resources and any climate impacts will have a greater impact to our communities.”

– Islands Trust

The vast majority (80%) of the VICC population resides in small to large population centers, while the remaining 20% live in what can be defined as rural areas—i.e., those without a population centre (Figure 2 Urban Hierarchy by Population Centre, VICC, 2016). However, despite this definition, rurality is best understood along a gradient of more connected and dense places to less connected and dense ones. Smaller communities and rural areas may access services and labour markets in larger population centres; at the same time, these communities provide many resources and amenities that larger communities consume and enjoy, and are also a source of employment. Rural-rural connections are equally important. Across VICC, the nature of these connections and interrelationships are a key character of society and economy.

**Figure 2** Urban Hierarchy by Population Centre, VICC, 2016



Source: Statistics Canada; Population Centre and Rural Area Classification 2016 & Population Centre Profiles, 2016 Census

## **The unique geography of VICC creates both opportunities and challenges**

VICC is a complex terrain with landcover ranging from Alpine areas to Wetlands. The variety of landforms create great topographic relief, resulting in various climatic shifts and ecosystem changes. There is an abundance of precipitation resulting in rich rainforests flanking the coast. Much of the VICC is covered by forest: 45% of VICC is classified as old forest (140 years or older); 14.7% is young forest (less than 140 years old) and large tracts of the forest have been designated for logging.<sup>1</sup> Approximately 7.5% of the total land of VICC is either recently or selectively logged, providing revenue and jobs for the region.<sup>2</sup>

Coastal British Columbia is known for its rich ecosystems, and many areas within the VICC region have been placed under protection in the form of Protected Areas and Marine Protected Areas. Protected Areas of all types are important to the VICC region in many ways, not only are they crucial for protecting wildlife and ecosystems, but also to preserve areas of important cultural significance.



*Tahsis 7, Sarah Fowler*



## **VICC is well connected to population centres, but some rural areas are at risk**

Though VICC is physically expansive, the vast networks of roads, ferry routes, and air travel connect people and trade. There are 16 highways, 73 ferry routes, 12 airports and numerous aerodromes and seaplane landings. Connectivity is most concentrated in the southern reaches of VICC, linking population centres to the mainland and Vancouver. The four largest population centres in VICC (Victoria, Nanaimo, Courtenay, and Campbell River) are the most connected, with several highways and ferry terminals boasting high traffic thoroughfare daily. The northern communities, such as Bella Coola and Prince Rupert, are more isolated from the rest of the territory, as the only vehicle access is through the two highways which terminate at these cities or the ferry services. Some of the more rural reaches of VICC have fewer links to depend on, which creates a vulnerability especially when storms or other hazards threaten to block or wash out the local roads.

## **Population centers in the south are growing, while many rural areas are shrinking**

The Regional Districts of VICC have a wide range of population growth in the ten-year period from 2006-2016, ranging from an increase of 12.3% to a decrease of -7.8%. The Regional District of Nanaimo has grown the most in the ten-year period while the Comox Valley and Capital Regional Districts had the second and third highest population growth respectively. The three districts with the highest growth rates from 2006-2016 all correspond to districts with large or medium population centres. The only other regional district with a medium population centre is the Strathcona Regional District, which falls in the middle of the range with population growth of 6.3% over 2006-2016. Between 2006-2016, a mix of urban and rural census subdivisions (CSDs) experienced population growth: Langford at 57.3%, Central Coast A at 47%, and South Saanich 1 at 44%. Those CSDs that have seen the greatest population declines over the 2006-2016 period are largely rural and remote.

## **There is a large and growing senior population across the VICC**

The average age of population in the VICC region is 44.8 years; this is above the provincial average of 42.3. The dependency ratio (the ratio of the young and working age versus seniors 65+) is 72% in the region and 63.2% across the province.<sup>3</sup> Thus, the VICC has an older age profile than that of the province as a whole.

Certain CSDs within VICC are experiencing changes in age balances more acutely than others; during the ten-year time span of 2006-2016, the Southern Gulf Islands experienced a -14% and -21% decrease of young and working age cohorts, while simultaneously having an increase of seniors by 51%. Even more profound are the changes found in the CSD of Sunshine Coast D: the youth population decreased by -23%, the working age population decreased by -10%, and the senior population increased by 97%. These examples illustrate the more extreme cases of changing population demographics within VICC.

## **An uncertain economic climate**

The BC economy overall has experienced solid growth and a favourable labour market climate. Following strong momentum in 2019, BC was forecast to lead economic growth in Canada in 2020 (Government of British Columbia, 2019). However, the COVID-19 crisis has brought great uncertainty; economic growth forecasts for all provinces have declined with many forecasting negative growth in 2020. The TD Bank has forecast BC's economic growth at 0.5% for 2020 (on par with Ontario).

## **The VICC has a services-dominated economy—which in the short term is vulnerable to the impacts of COVID 19**

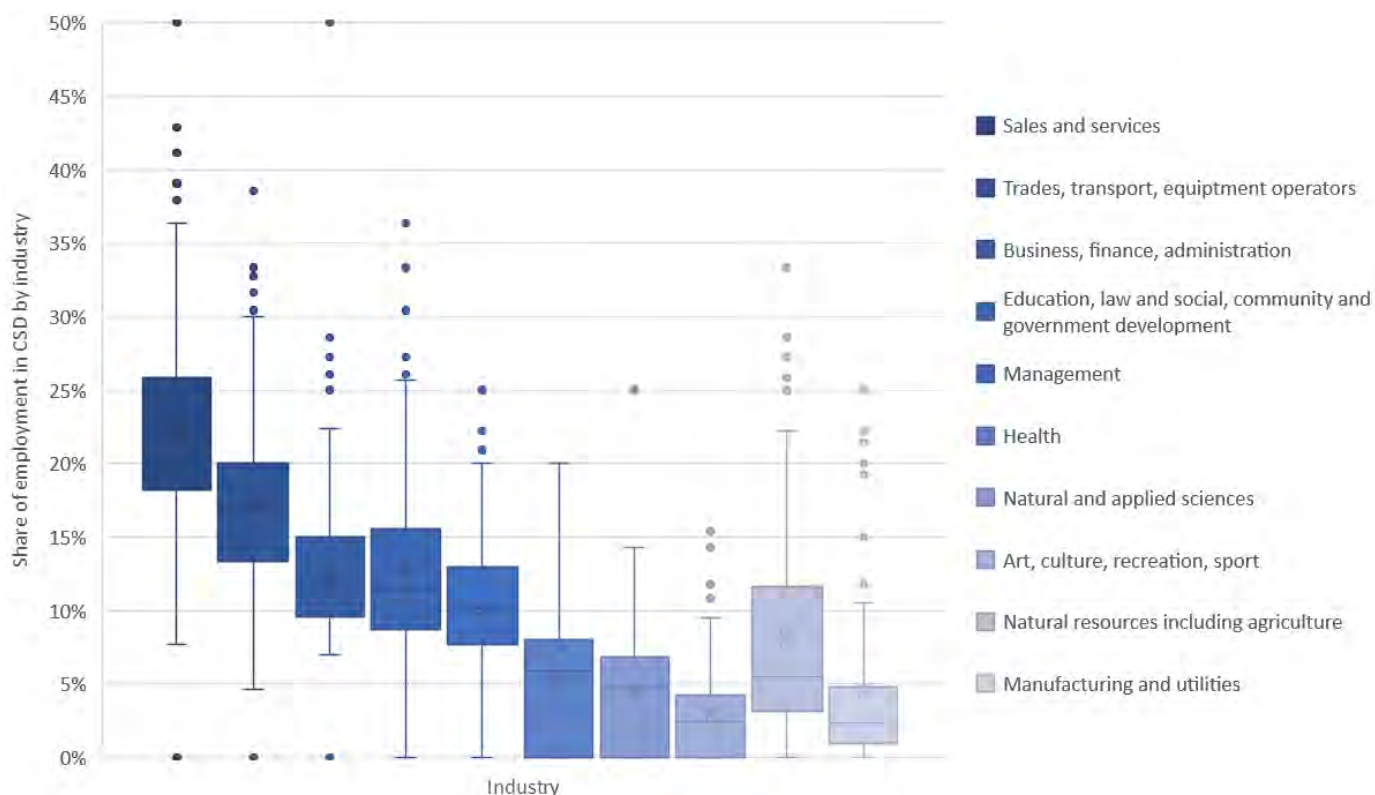
Like the province as a whole, the VICC has a services dominated economy. Across the VICC, 87% of all occupations are service-based (CHASS, 2020). The largest services sectors by occupation are sales and services, trades and transport, and business, finance and administration. Some areas, especially those closest to population centres, are almost entirely services-based. The impacts of COVID-19 and negative price shocks have harmed all economic sectors, however they have been particularly harmful to services sector industries like tourism which are an important economic contributor across the VICC and the rest of BC. In 2018, the tourism sector in BC contributed \$8.3 billion to GDP, which is higher than that of the mining (\$5.2 billion), oil and gas (\$4.9 billion) and agriculture and fishing industries (\$3.2 billion).

While the services sector is dominant, communities across the VICC also have important goods-based economies including the forestry, agriculture, and energy sectors. Goods-based industries are especially important in the northern halves of Vancouver Island and Haida Gwaii, as well as the mainland sections of the North Coast. BC's largely mountainous topography is not amenable to agriculture and the sector is relatively small; the smallest among Canadian provinces second only to Newfoundland. However, some of the province's prime agricultural areas are in the VICC such as Comox, Sayward and Cowichan valleys, Saanich Peninsula, Nanaimo lowlands, Alberni Valley, Powell River lowlands and many Gulf Islands. Farms in these areas tend to be smaller and specialized: the region accounts for only around 2% of total provincial farmland but 15% of total farms (Government of British Columbia, 2011).

"The speed with which all levels of government and community responded to [the COVID-19] health crisis demonstrates the possibility, should the climate emergency be considered with a similar sense of urgency. There is a substantial opportunity for investment in climate change mitigation and adaptation as part of a green economic stimulus package."

– Saanich

**Figure 3** Share of Employment by Industry, CSD, VICC, 2016



Note: Occupational categories by industry according to single digit National Occupational Classification codes, NOC.  
Source: Statistics Canada; 2016 Census Labour Data, Accessed via Canadian Census Analyser (CHASS, 2020).

### **On average, residential GHG emissions have declined across the VICC**

Residential GHG emissions from utilities and solid waste across the VICC decreased by 3% between 2007-2017 (Figure 4). At the lowest end, Prince Rupert has the greatest decrease in GHG emissions, at -48%, as well as having the lowest per capita residential utilities emissions for 2017 at 0.14 tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e) (CAS, 2019). Port Edward, another northern community, has a decrease of -20% (CAS, 2019). However, not all northern communities are experiencing decreases in emissions; Masset and Queen Charlotte (Charlotte) on Haida Gwaii both have increases over the decade. This is likely a reflection on the remoteness of the islands, and is reflected in other island communities such as the Gulf Islands, which also are experiencing an increase in emissions. Another disparity is the difference within the Sunshine Coast communities; Gibsons and Sechelt are among the top five communities with the largest decreases, yet Sechelt Band Indian Government District is in the top five communities with the largest increases in utilities and solid waste emissions (CAS, 2019).



The community which had the highest residential emissions per capita in 2017 was Tahsis, at 7.40 tCO<sub>2</sub>e; but they also have among the lowest commercial and industrial GHG emissions per capita (at 0.13 in 2017) (CAS, 2019). More rural and isolated communities tend to have higher emissions because they do not have the capital to invest in the same scale of projects as more urban areas do, and often have to rely on diesel generators for much of their energy. These generators are not only high in emissions, but also in cost - a heavy burden for smaller communities. Higher energy demands may also be related to their location in colder climates.

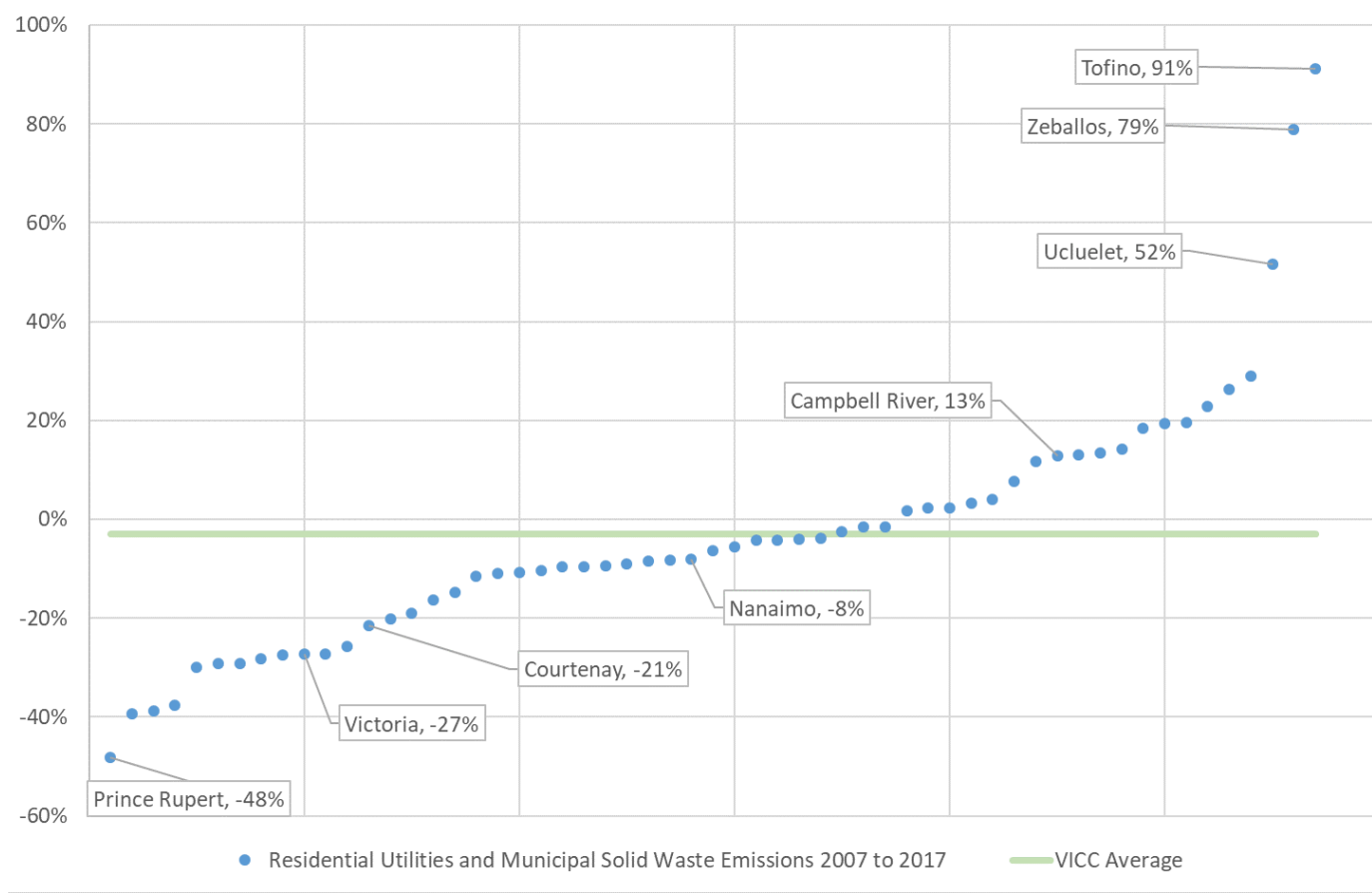
The medium and large population centres of VICC all have changes below the territorial average, ranging from -8 to -27% (CAS, 2019). The decrease in tCO<sub>2</sub>e reflects the ability for urban areas to invest in greener infrastructure, low-emissions public transportation, and sustainable energy. These urban areas have had the ongoing opportunity to make such changes and investments and the data reflects the effectiveness of some of these initiatives.

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*PHOTO: Tahsis 6, Sarah Fowler*



**FIGURE 4** Percent Change in Residential Utilities and Solid Waste Emissions, per capita tCO<sub>2</sub>e, 2007 to 2017



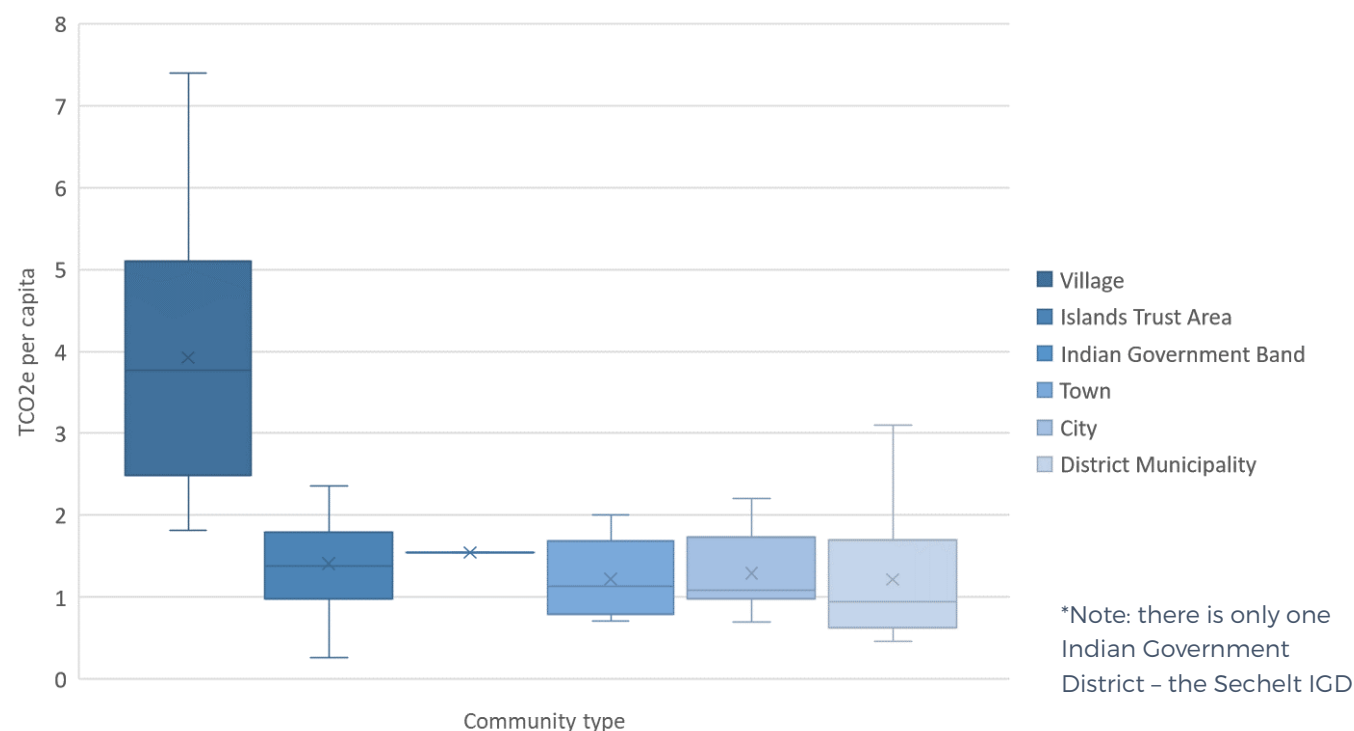
Source: Government of British Columbia Climate Action Secretariat (2019). BC utilities energy data at the community level, BC landfill waste data at the community level

**Rural communities have the highest GHG emissions on average**

Figure 5 Tonnes of Residential GHG Utilities and Solid Waste Emissions per capita, by Community Type, VICC, 2017 further illustrates the disparity between smaller communities and urban areas; the rural communities (villages) of VICC have the highest average residential GHG emissions in 2017, and includes places such as Tahsis, Zeballos, Masset, and Port Clements. These areas are all very remote in comparison to the population centres of VICC, and do not have access to the same connectivity or capital resources. Villages also display the largest range in emissions, indicating that some communities have invested in cleaner energy options, and others do not have that ability yet.



**FIGURE 5** Tonnes of Residential GHG Utilities and Solid Waste Emissions per capita, by Community Type, VICC, 2017



Source: Government of British Columbia Climate Action Secretariat (2019). BC utilities energy data at the community level, BC landfill waste data at the community level

## Energy use is by far the highest emitting sector for BC

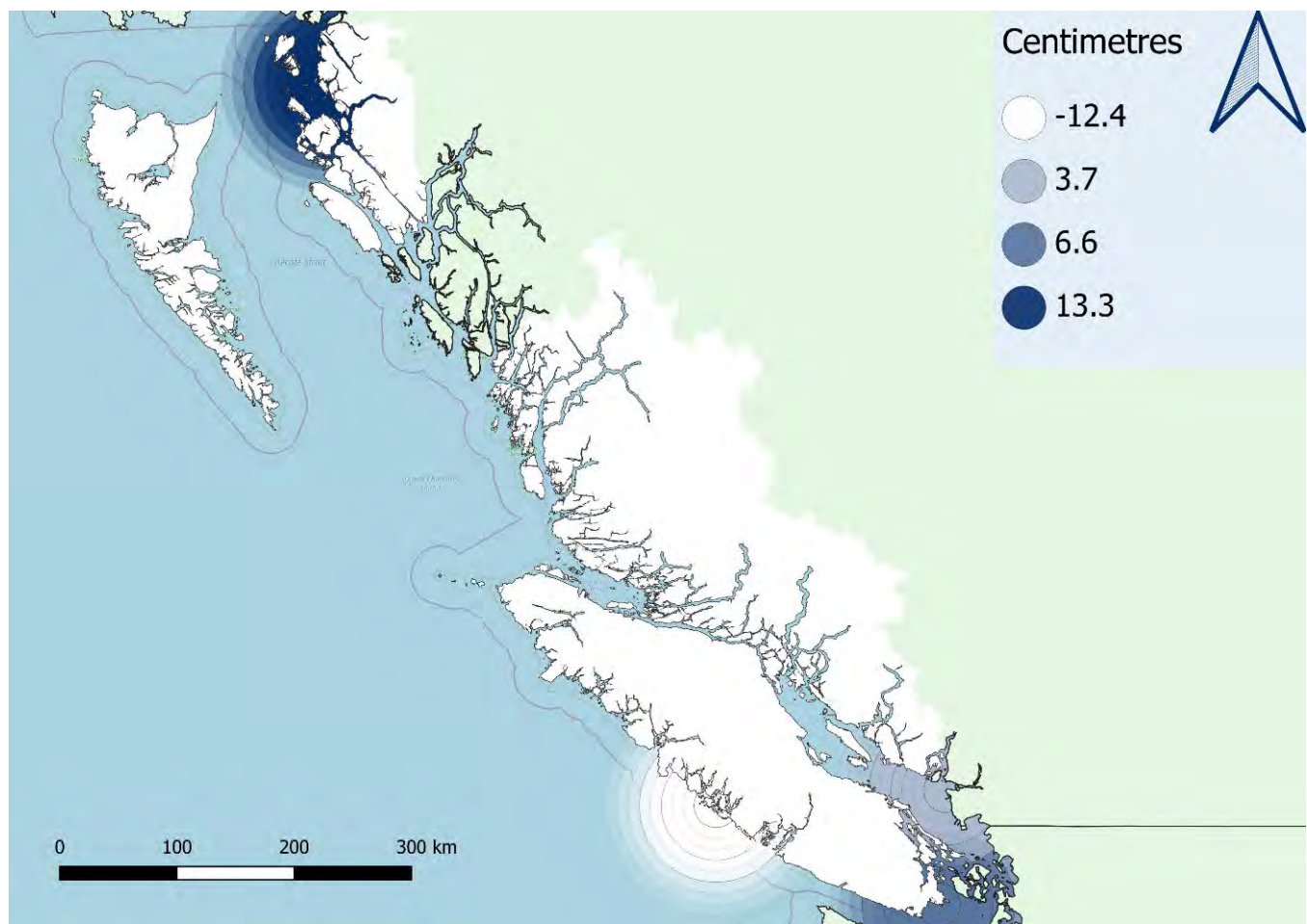
Although there are no further sectoral and sub-sectoral emissions data available for VICC, the Provincial Inventory can provide blanket characteristics for the region, drawing on the provincial trends. Energy is the largest sectoral contributor to total emissions, making up 81% of total BC emissions in 2017. The four other sectors, Industrial Processes and Product Use, Waste, Agriculture, and Afforestation and Deforestation, are all very similar in numbers, accounting for 6%, 5%, 4%, and 4% of total emissions respectively.

Transportation encompasses 50% of energy sector emissions. The VICC is heavily reliant on transportation in several ways; the region imports many of its goods (especially food) from other parts of BC by way of ferry systems and large transport trucks. Road Transportation makes up 34% of BC's energy emissions. Also, the rurality of VICC lends itself to an increased transportation sub-sector, as it requires significant travel to reach many of the remote and rural communities of the region. Oil and Gas Extraction is the next highest energy emitter at 14%, and Manufacturing Industries at 10%; both are part of the Stationary Combustion Sources sub-sector which is the second largest and accounts for 41%. These are not as dominant in VICC. Agriculture and Forestry are relatively low emitters, accounting for only 1% of the total energy emissions in BC.

## As a coastal territory, the changes in the ocean pose a serious threat to communities within VICC

Sea level rise varies across the VICC. In Prince Rupert the average sea level rise was 0.13m/century, and 0.06m/century in Victoria, while in Tofino the average sea level dropped at -0.12m/century (BCMoE, 2016). At first this may seem counter-intuitive, but there is a simple explanation; due to the isostatic rebound from the last glaciation, parts of Vancouver Island are rising at ~0.25m/century, while other areas are not moving (to a significant degree) (BCMoE, 2016).

**FIGURE 6** Observed Change Sea Level, Centimeters per Century, Coastal BC, 1910-2014



Sources: BC sea level data (Government of British Columbia, 2020c); US cartographic file (US Census Bureau, 2020); BC cartographic file (Government of British Columbia, 2020b).



The implications of sea level rise within VICC are vast, including:

- Flooding, especially beaches, wetlands, coastal dunes, and waterfront properties;
- More frequent extreme high-water occurrences, impacting property, infrastructure (docks, wharves, port facilities), especially in Prince Rupert;
- Salinification of agricultural lands from intrusion of saltwater into groundwater aquifers and;
- Wave changes, including magnitude and direction, as well as storm waves and surges (BCMoe, 2016).

In addition to sea level rise, the oceans are also experiencing an increase in temperature. From 1971 to 2010, the ocean surface increased on average by 0.11°C/decade globally (IPCC, 2014). In BC, sea surface temperatures (SSTs) have increased since—although trends vary depending on areas, data availability, and seasons 1935 (Talloni-Álvarez, Sumaila, Le Billon, & Cheung, 2019). In the southern region of BC, sea surface temperatures have increased 0.56 degrees Celsius per decade since 1935, and are expected to increase by 3 degrees Celsius by the end of the 21st century (Talloni-Álvarez et al. 2019, 166). The increasing amount of CO<sub>2</sub> entering the ocean is altering the pH of the water, making it more acidic (Canadian Climate Forum, 2017). Nearshore and coastal waters on BC's coast are particularly vulnerable to acidification, as freshwater inputs from rivers, glacial meltwater and sea-ice melt decrease the ability for coastal waters to buffer CO<sub>2</sub> (Bush & Lemmen, 2019, 399).

### **VICC is experiencing rising temperatures, putting vulnerable populations at a higher risk**

Globally, temperatures have increased on average by 0.85°C/century, while BC on average has experienced increases on average of 1.4°C/century from 1900-2013 (BCMoe, 2016). Due to the complex geography of VICC, there are variations in the average temperature increases. The southern coastal reaches of VICC have experienced increases of 0.8°C/century, while more northern areas, such as Prince Rupert, have experienced increases of 1.1°C (BCMoe, 2016).

Heat waves are expected to happen more often in urban areas, because the built environment (paved roads, buildings, other infrastructure) retains heat more so than the natural environment (BCMoe, 2016). In Victoria, between 1951-1980, there were usually only 3 days a year which reached temperatures above 30°C, but within this century that is expected to increase more than four-fold, to 13 days per year (BCMoe, 2016).

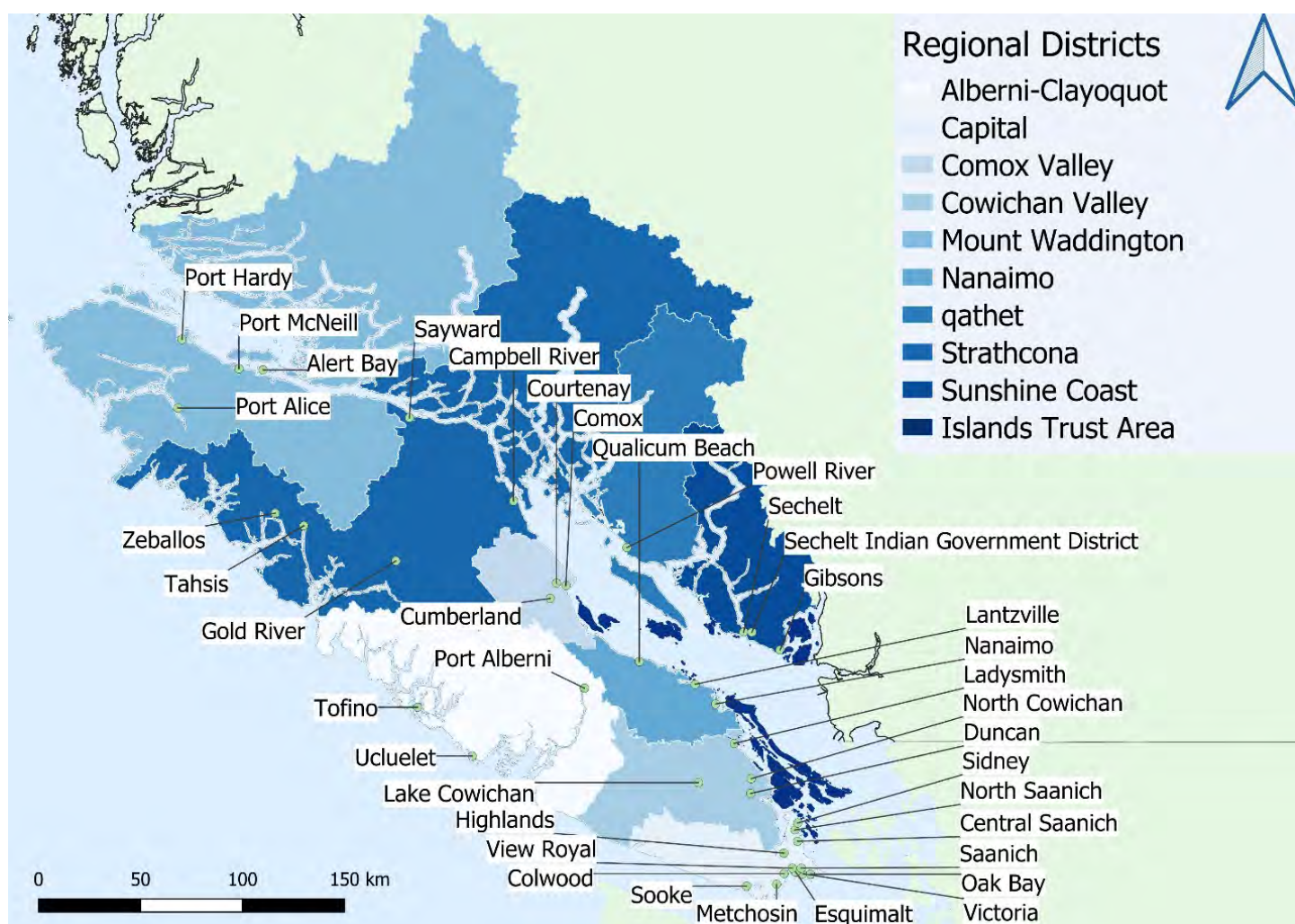
“Cumulative/compounding impacts will become increasingly challenging to address.”

– Capital Regional District

## Part 2. Climate Adaptation and Mitigation Policies and Priorities

An understanding of the various climate impacts and policy priorities across the region is a key part of the regional climate planning process. This survey identifies the key climate impacts, policies, priorities, barriers, and opportunities that currently guide decision-making about climate change mitigation and adaptation in the region. A total of 106 government officials, including 69 elected representatives and 35 staff from 38 municipalities and 10 regional districts participated in the survey resulting in a 96% response rate. Only two municipalities did not participate in the survey (i.e., Langford and Parksville); all regional districts completed the survey. Multiple individuals from each local government were invited to participate in the survey, with responses for a single municipality or regional district aggregated into one complete response.

**FIGURE 7.** Regional districts and municipalities participating in the survey





## **Municipalities and regional districts are overwhelmingly supportive of climate action**

The survey found that both municipalities and regional districts are overwhelmingly supportive of climate action: 100% of municipalities and regional districts answered that climate change mitigation and adaptation are “important” or “somewhat important” to their community.

An analysis of open-ended responses found that the top five common themes of motivation to act include: (1) public and/or political demand; (2) science and data on climate change, including observable impacts from changing weather patterns such as increased storms, droughts, and wildfires; (3) concern about sea level rise; (4) preparation for the future and concern for future generations; and (5) support and funding from senior levels of government. Several municipalities referenced their declarations of climate emergency and mentioned emissions reductions targets and/or climate action committees that have been established. Regional districts were particularly likely to mention senior government funding and support as an enabling factor in being motivated and able to take action

## **Climate change hazards and impacts are already being experienced**

Virtually all municipalities and regional districts are already experiencing hazards and impacts related to changing weather patterns caused by climate change. The unique island and coastal geography of the region influences the types of hazards and impacts that are experienced

“Climate change is a public and therefore political priority. CRD and Islands Trust emergency declaration is spurring action. Climate change impacts such as forest fires and drought are already being felt here.”

– Islands Trust

in this area compared to other regions of the province. A ‘hazard’ refers to the potential occurrence of a natural or human-induced physical event or trend or physical impact that may cause loss of life, injury, or other health impacts, as well as damage and loss to property, infrastructure, livelihoods, service provision, ecosystems, and environmental resources. “Impacts” refer to effects on natural and human systems of extreme weather and climate events and of climate change. Impacts generally refer to effects on lives, livelihoods, health, ecosystems, economies, societies, cultures, services, and infrastructure due to the interaction of climate changes or hazardous climate events occurring within a specific time period and the vulnerability of an exposed society or system.

All except for one municipality indicated that they have experienced hazards related to climate change with wildfires, extreme rainfall, sea level rise, storm surges, extreme winds, and droughts being the key hazards. Municipalities and regional districts identified additional hazards other than those listed in multiple choice responses including tsunamis, earthquakes, heating tank oil spills, air quality, and pandemics. Tsunamis and earthquakes were the most frequently mentioned “other” hazards.

## **Wildfire and extreme rainfall were top hazards in municipalities of all sizes**

Hazards were identified as more prevalent in large municipalities than small and medium sized municipalities. Although heat waves were not a top hazard overall, they were identified as more of a problem in urban areas, and are a top concern in two out of three of the largest urban municipalities. Landslides stood out as being more a concern for small municipalities as compared to medium and large municipalities, which may relate to the remote nature of many of the smallest municipalities.



*Russel Road washed away from heavy rain, Sunshine Coast, Donna McMahon*

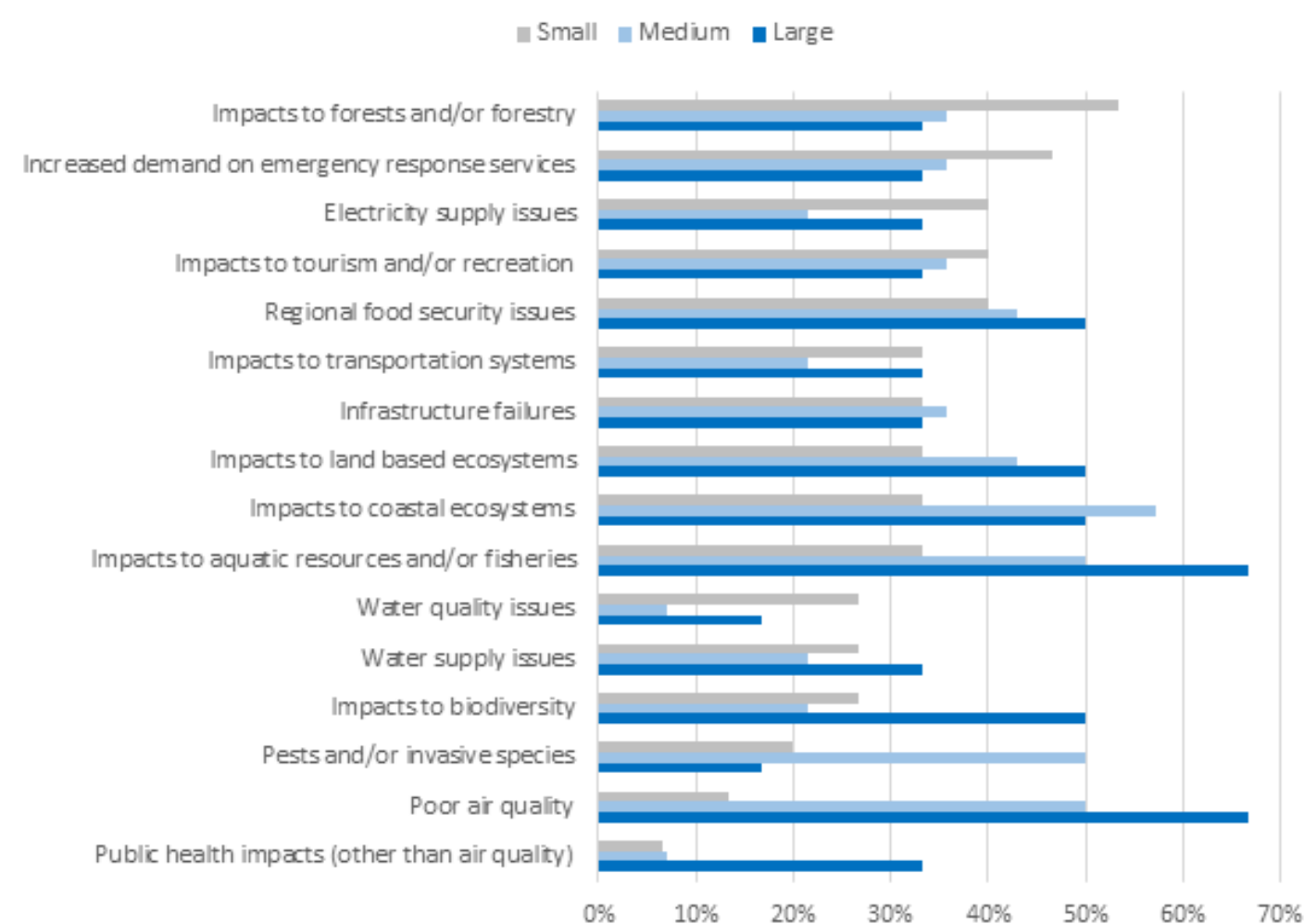
## **There are distinct regional differences in the impacts experienced**

Small municipalities were more likely than mid-sized and large municipalities to identify impacts to forests and forestry, emergency response resources, electricity supply, tourism/recreation, and water quality. The impacts that are important to small communities reflect to some extent the closer linkage and dependency on natural resources, especially the importance of forestry. The demand on emergency response services may be a bigger problem for these small municipalities due to their smaller administrative capacity and the remoteness of many small communities.

Medium and large municipalities were more likely to identify impacts to aquatic resources, coastal ecosystems, and land-based ecosystems as a top impact compared to small municipalities. Large municipalities were the most likely to identify impacts to biodiversity compared to smaller municipalities. Air quality and health impacts were the least frequently chosen for small municipalities, but medium and large municipalities are much more affected by poor air quality and other types of public health impacts as compared to small and medium sized municipalities. These differences are even more pronounced when examining only the largest urban municipalities, all three of which indicated poor air quality as a top impact, with two out of three indicating other public health impacts.



**Figure 8.** Comparison of climate change Impacts by size of municipality

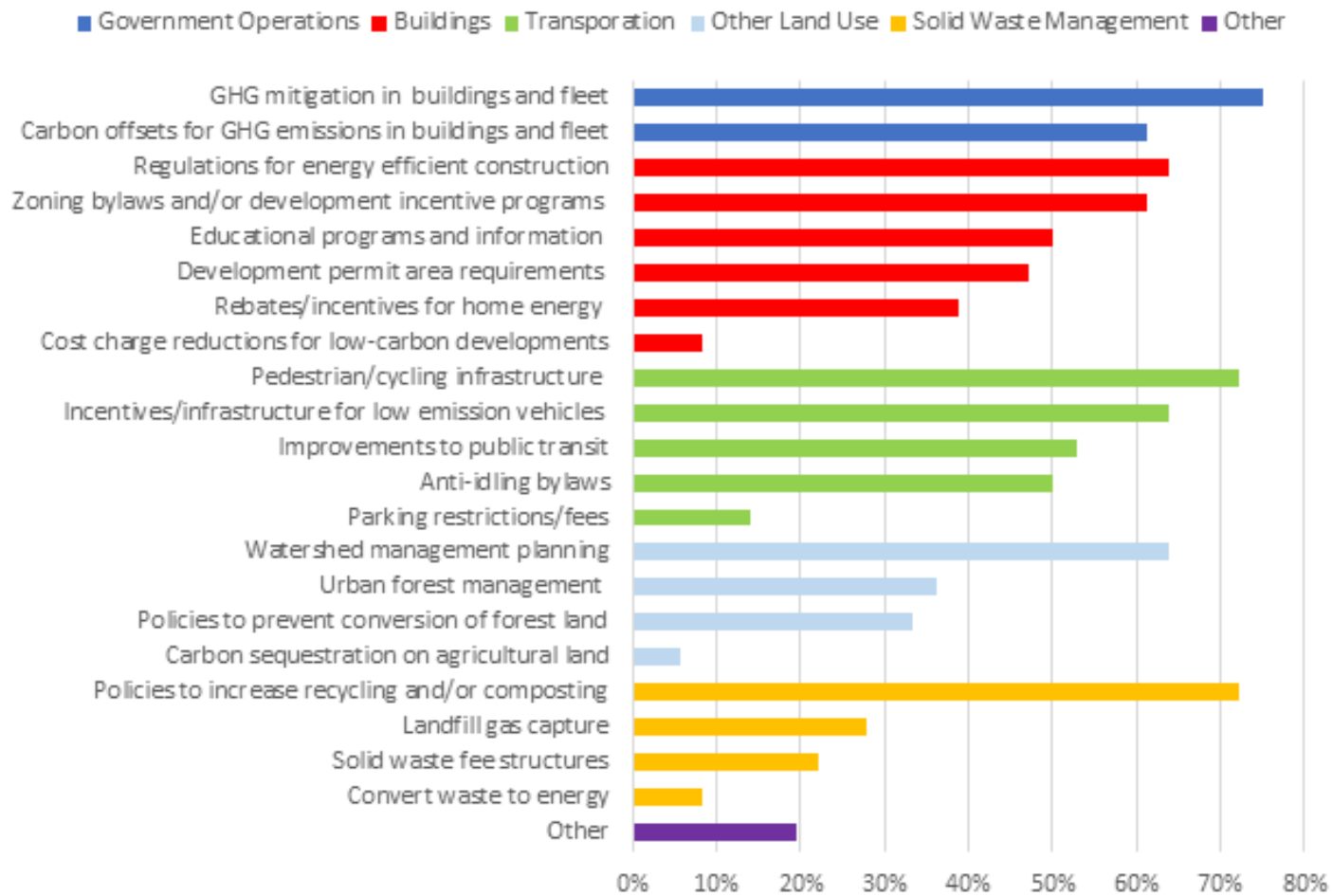


**There is a high level for support for climate mitigation policies and practices**

Municipalities and regional districts overall are highly supportive of taking action to mitigate climate change, and almost all have mitigation policies in place. Some of the most frequently mentioned priorities for climate change mitigation include: land use planning, green infrastructure, public transit, pedestrian and cycling infrastructure, building standards including civic buildings, fleet management, tree and forest conservation, and general community emissions reductions.

Municipalities and regional districts have implemented mitigation policies across a range of sectors, including government operations, buildings, transportation, land use, and solid waste management. Policies exist in almost all municipalities (Figure 9. Municipal mitigation policies by sector); only two indicated they have no mitigation policies currently in place. Most policies are investment-like policies, followed by regulations and incentives. The most frequently selected policy options included GHG mitigation in buildings and fleet (75%), pedestrian/cycling infrastructure (75%), and policies to increase recycling and/or composting (72%). Respondents were given the choice to indicate other policies not included in the list of options. They identified policies such as asset management, flood/sea level rise impact and mitigation studies, use of bio-diesel or renewable natural gas, investments in urban forest/tree planting, public education, corporate catering related to lower impact food choices, and establishing environment committees.

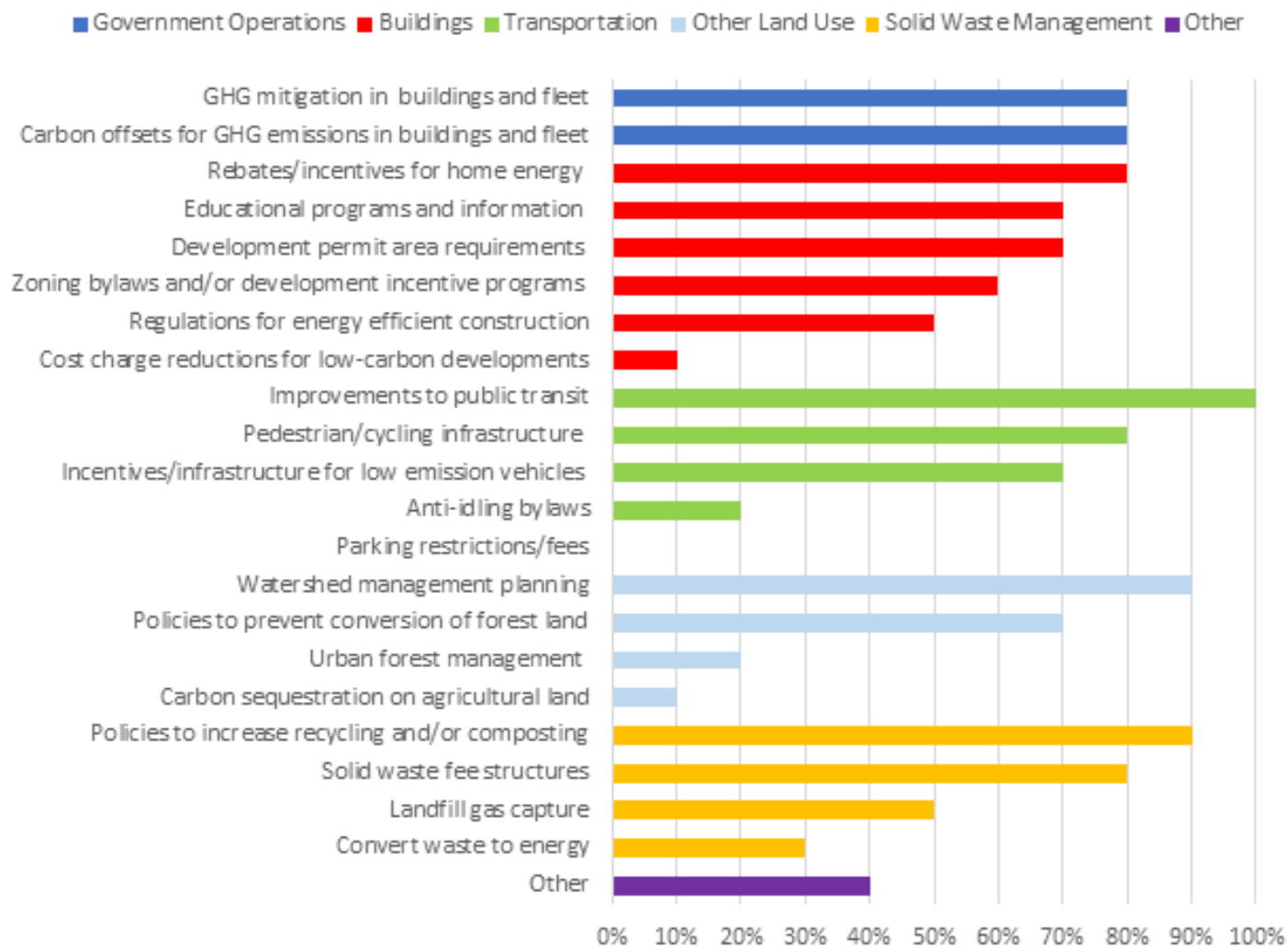
**FIGURE 9.** Municipal mitigation policies by sector



Climate change mitigation policies exist in all regional districts, across all sectors

Regional districts tend to have a higher number of mitigation policies in place compared to municipalities (average of 13 versus 9 for municipalities). The most frequently implemented policies in regional districts included improvements to public transit (100%), watershed management planning (90%), and policies to increase recycling and/or composting (90%). Differences in jurisdiction explain some of the differences in policies between regional districts as compared to municipalities; for example, regional districts tend to have more policies in the area of solid waste management. “Other” policies indicated by regional districts included water conservation measures, heat recovery, biosolids/woodwaste composting, integration of mitigation into plans including Official Community Plans and regional growth strategies, urban containment boundaries, emission reduction targets, and protection of Douglas fir.

FIGURE 10. Regional districts’ mitigation policies by sector



## **Pedestrian and cycling infrastructure have the highest support**

When asked about community support for different policy types, respondents indicated the highest level of support for investments in pedestrian and cycling infrastructure (69%), GHG mitigation in civic buildings & fleet (69%), and improvements to public transit (67%). In regional districts, the policies with the highest support included pedestrian & cycling infrastructure, rebates/incentives for home energy upgrades, and watershed management planning (100% each). Government investment and incentives, as well as voluntary actions tend to receive higher support than regulations and pricing.

“Our staff is at capacity with existing work. We need more staff to manage new projects such as climate adaptation planning or even to finish the work on the list now.”

– Cumberland

## **It is uncommon to have dedicated staff working on climate issues**

In terms of capacity, the majority of municipalities and regional districts do not have dedicated staff working on climate issues. Only 32% of municipalities and 40% of regional districts indicated that they have dedicated climate staff. Although the majority of municipalities do not have dedicated climate staff, four small municipalities do: Tofino, Ucluelet, Highlands, and Sechelt Indian Government District. Larger municipalities are more likely to have climate staff, with the four largest municipalities indicating that they all have dedicated staff. Regional districts with climate staff indicated they have between 1 to 4 staff.

## **There is a high level of support for climate adaptation policies**

Similar to mitigation, municipalities and regional districts are overall highly supportive of taking action to help their communities adapt to climate change, and almost all have adaptation policies in place. Some of the top priorities for climate change adaptation mentioned in open-ended comments included emergency management planning, land use planning, infrastructure upgrades, green infrastructure, forest management and conservation, watershed management, asset management, water conservation, urban forests, food security and local food production, civic building standards, air quality, and planning for sea level rise. All regional districts and all but three municipalities have adaptation policies.

## **Support for adaptation policies varies**

In municipalities, the most supported policies included storm water management (77%), emergency management planning (71%), and food security programs (71%). In regional districts, the policies with the most support included emergency management planning (100%), integration of adaptation into OCP/plans (100%), and lot level resiliency such as shade structures, rain gardens, rain barrels etc. (90%). One respondent noted that it is very difficult to gauge community support for the various policy options. Also, it was noted that in the case of regional districts, support can vary widely between communities.

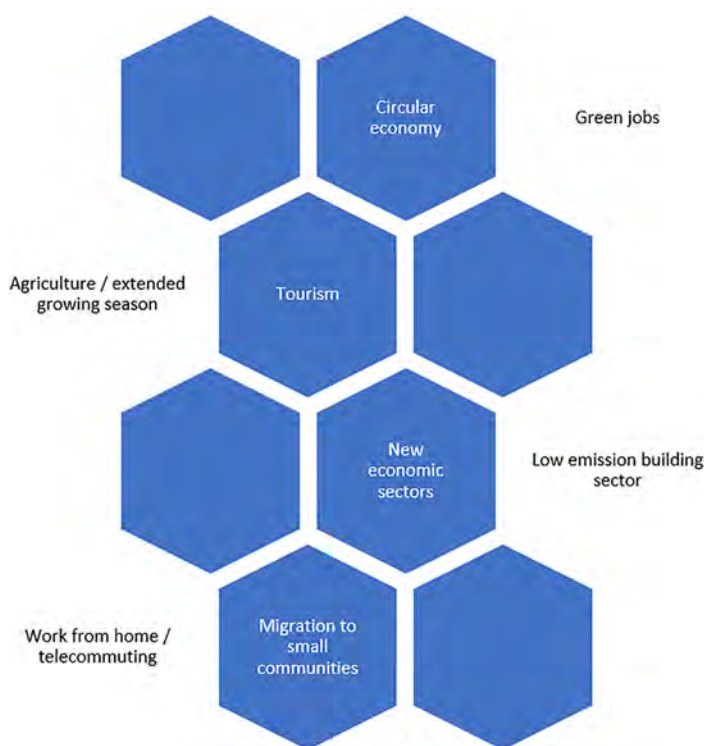
## **Barriers to action include a lack of financial resources and a lack of staff**

Despite high levels of support for climate change mitigation and adaptation, local governments face a number of barriers to action, with lack of financial resources indicated as the top barrier for both municipalities and regional district. The second major barrier for municipalities is lack of staff capacity. Small municipalities face additional barriers including lack of expertise and limited data. Regional districts also tend to face additional barriers as compared to municipalities, struggling with limited authority and feeling a stronger lack of senior government support.

## **Opportunities for Climate Action: Green growth, clean energy, new jobs, rural vitality**

Although responding to climate change is a huge challenge and local governments face a number of barriers to climate action, the climate crisis also presents opportunities for the future. Almost half (49%) of municipalities see new opportunities for their community as the climate changes; another 17% answered “maybe.” Among regional districts, 70% anticipate new opportunities and 30% answered “maybe.” Some examples of opportunities mentioned by respondents include building a circular economy, green jobs, benefits to agriculture including an extended growing season, tourism, new economic sectors such as the low emissions building sector, work from home/telecommuting opportunities, and increased migration to small communities, such as those in the VICC region.

**Figure 11 Opportunities for climate action**



# Our shared future

Nearly all communities in the VICC region are already experiencing hazards and impacts related to changing weather patterns caused by climate change and most expect these hazards and impacts to continue and/or worsen into the future. Both municipalities and regional districts are overwhelmingly supportive of climate action, with 100% of local governments surveyed answering that climate change mitigation and adaptation are either important or somewhat important to their community. The vast majority of municipalities and all regional districts also indicated that their communities are supportive of implementing mitigation and adaptation policies. Most municipalities and all regional districts have implemented policies related to climate change mitigation and adaptation, with the numbers and types of policies varying by geography and by size of municipality. Despite these high levels of support for climate action, local governments face multiple barriers, particularly related to lack of financial resources and staffing capacity.

“Remarkable response to COVID by all levels of govt and by the public suggests we are capable of rising to the climate challenge. COVID has reinforced concerns about and is encouraging changes to address self-sufficiency (e.g., reliance on imported food and tourism).”

– Islands Trust

A lack of funding is a major barrier to local governments when it comes to climate change mitigation and adaptation. Limited authority and lack of senior government support were also important barriers, especially for regional districts, and survey respondents called for more regulatory and financial support from senior levels of government. This support could help build essential low-carbon infrastructure and fund community-level modelling projections to assess localized climate change impacts as well as the impacts of various policies on GHG emissions and costs to choose among most effective and efficient municipal and regional climate policies.

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# Notes

<sup>i</sup> The government of BC's land use data may overestimate the share of old growth forest by including low productivity bog and subalpine forests; they should thus be interpreted with a note of caution (Ancient Forest Alliance, 2016). Furthermore, there is no commonly accepted definition of an old growth forest but that "most of B.C.'s coastal forests are considered to be old growth if they contain trees that are more than 250 years old. Some types of Interior forests are considered to be old growth if they contain trees that are more than 140 years old" (Government of British Columbia, 2020a). A report by Price et al. (Price, Holt, Bio, & Daust, 2020) on BC's old growth forest disaggregates old growth forest by different sizes and across different ecosystems (biogeoclimatic variants) and productivity classes. By their assessment, the vast majority (80%) of old growth forest in BC is comprised of small trees and only 3% of BC's remaining forests support large trees (Price et al., 2020).

<sup>ii</sup> Recently logged timber is that which was harvested within the past 20 years, or older if tree cover is less than 40% and under 6 metres in height. Selectively logged timber does not have a defined timeline, it is determined by viewing aerial imagery (areas where the practice of selective logging can be clearly interpreted on the Landsat TM image and TRIM aerial photography).

<sup>iii</sup> Dependency ratio calculated according to Stats Can age groups of 0-19, 19-64, and 65+.



# Vancouver Island and Coastal Communities: November 6<sup>th</sup> Resilience Summit Outcomes



Vancouver Island and Coastal Communities Climate  
Leadership Plan (VICC-CLP) Steering Committee  
[viccclp.com](http://viccclp.com)

We respectfully acknowledge that the Vancouver Island and Coastal Communities Region is located upon the traditional unceded territories of many different Indigenous peoples.



# Our climate change challenge

***Climate change is a complex and ongoing challenge facing communities across the Vancouver Island and Coastal Communities Region (VICC).*** By 2050, it is anticipated that British Columbia will experience:

- Temperature increases of 1.3 to 2.7 °C;
- Increases in average annual rainfall from 2% to 12%, with summers being increasingly drier;
- Loss of glaciers resulting in changes to fish habitat, declining quality and storage of drinking water; and
- Continued rising sea levels along most of B.C.'s coast, more frequent wildfires and rainfalls.

***Climate change will impact all sectors of society and the economy now and in the future.*** Communities large and small, rural and urban have adopted a range of initiatives and there are a growing number of regional plans that aim to scale up these efforts to promote co-ordinated actions. Climate change impacts are experienced at a local level, yet existing municipal and regional district governance structures can constrain climate action plans, making planning at a broader regional scale essential. This is why we need to plan at a Vancouver Island and Coastal Communities wide scale.

***Our communities are connected in tackling this challenge.*** Our overarching goal is for all our climate actions to increase community resilience across the Vancouver Island and Coastal Communities region, which in turn will better prepare our communities to navigate climate challenges.



# The plan

The **Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee** (VICC CLP SC) was convened by three Vancouver Island Mayors—Lisa Helps (Victoria), Josie Osborne (Tofino), Michelle Staples (Duncan)—to catalyze climate mitigation and adaptation throughout the region. The VICC CLP SC includes representatives from each of the regional districts on the island and the Sunshine Coast (urban and rural), working together to produce a regional plan that will catalyze climate mitigation and adaptation projects and activities throughout the coastal region.

This shares the outcomes and a preliminary set of goals and actions that were jointly developed with participants in the VICC's Community Resilience Summit which took place on November 6th 2020. Over 150 elected officials and members of staff from across the VICC region engaged in a series of workshops to begin the first steps of developing a Climate Action and Resilience Plan to 2030 for the island and coastal communities. Two additional engagement opportunities will contribute to the development of the plan: a youth climate summit and an opportunity for Indigenous-informed Indigenous engagement.

# Equity and Social Justice

***Equity and social justice principles strive for a fair and equal society in which each individual matters, their rights are recognized and protected, and decisions are made in ways that are fair.*** This includes: Accessibility (what programs or services are truly accessible, particularly to those without financial means) and Choice (who has agency to choose and what impacts the ability to choose?).

## GOAL 1:

### **A social justice and equity lens must be placed on all climate change decision making**

- Develop a social justice charter in order to ensure that the VICC's work is grounded in a vision of climate justice and equity.
- Establish an enabling a space for those with lived experience to contribute, creating an accountability structure to inform what is meant by 'equity & social justice', developing a clear picture of the impacts, etc.
- Ensure that actions/policies/etc. distribute the benefits of climate mitigation and adaptation. This may include reducing energy poverty and rent/demovictions with retrofit policies, designing sliding scales for financial incentives, defining and supporting food security, access to housing, expansion of public transit, and eliminating the unequal burdens caused by climate change.

## GOAL 2:

### **By 2021 there is a framework established to ensure that the voices at the planning and decision making tables that develop this Island and Coastal Community Climate Strategy are diverse and inclusive**

- **Diversify voices and facilitate equal participation:** de-stigmatize those in the community needing support, encourage youth voices and participation, remove barriers for youth, BIPOC, LGBTQ, and women to have a say at the table and get into leadership positions, and design policy for all working and/or planning tables that clearly identifies who has to be represented.
- **Identify and invite diverse groups/voices to participate:** measure equity and set goals (who is involved, are our systems changing to be representative of and responsive to diversity in community?), exploring language and engagement practices.

- **Improve engagement and diversity:** Set expectations for participation, identify facilitators, educate students, develop training in intersectional equality and accessibility, provide education about climate justice, increase opportunities for public engagement, remove financial barriers to participation and secure funding to support participation.

### GOAL 3

## Indigenous priorities must be centered within the planning and implementation process

- Recognize and acknowledge reconciliation and Indigenous knowledge in planning and decision-making from the beginning. Reconciliation involves recognition of history and centering Indigenous priorities within the planning process.
- Meaningfully include Indigenous Peoples in decision-making and consultation, including fair compensation for their involvement. Incorporate UNDRIP/DRIPPA/Truth & Reconciliation into the work. First Nations must have a say in decisions about their land.
- Recognise colonization and actively work towards decolonizing practices of government.
- Protect ecosystems and lands, particularly with regards to First Nations food systems.

***It is important that a diversity of voices inform decision making.***

The unique opportunities and barriers facing First Nations communities, as well as the ongoing traditional relationship with the land, mean that First Nations must be participants in the process. It is also important to understand the unique circumstances and needs of different populations, including children, youth, families living on lower incomes, renters, and those living on the edge, recognising that there are differences in how people can manage when a crisis occurs.



# Healthy Communities and Social Resilience

**Resilience is the ability to *persist, adapt, and transform***, and is a characteristic of healthy communities. We need to work together to prioritize and foreground this to senior levels of government as part of Climate Mitigation and Adaptation planning. In everything we do we must support the health and well-being of our most vulnerable populations; this will increase overall community resilience and a community's ability to better withstand the shocks and disruption that climate change will bring.

## GOAL 1:

**By 2030 everyone across the VICC has access to adequate health and wellbeing supports as per the social and ecological determinants of health**

- Establish a VICC housing corporation to achieve economies of scale in building new zero emissions affordable housing.
- Set up opportunities for health professionals, elected officials and municipal staff to work together and share best practices; enhance information sharing through community health networks.
- Facilitate development of health and wellness hubs (e.g. recreation centres, food banks) where community groups collaborate with health professionals.
- Support all communities to incorporate the social determinants of health into local decision-making.
- Take a Health in All Policies approach to municipal (land use) planning.
- Island Health, BC Housing and the First Nations Health Authority develop a VICC wide partnership to address unmet needs.

## GOAL 2:

**By 2030 all communities on VICC use a common measurement of wellbeing and there is a 50% improvement from when we started measuring in 2022**

- Determine the most suitable and EASIFEST way to measure that is also culturally appropriate and incorporates Indigenous ways of knowing.
- Work through Community Health Networks (an existing entity focused on social determinants of health) to implement the wellbeing measurement function.
- VICC communities agree to using a common wellbeing measurement by Dec 31, 2021, to be used going forward.

- VICC communities will start measuring wellbeing (using the agreed-to measurement), and provide an initial report by Dec 31, 2022.
- Following the first set of reports, VICC communities will agree on which metric(s) to focus on collectively.

### GOAL 3:

## **By 2030 we have a VICC wide emergency management plan with actions that achieve 100% resilience and address the needs of priority populations.**

- Establish a VICC wide emergency management and resilience planning body/table to develop an Emergency Management Plan for the VICC region.
- Ensure that the VICC emergency management plan explicitly incorporates the needs of vulnerable populations and uses an equity lens.
- Advocate to Emergency Management BC for a broader scope in the emergency planning process that incorporates people who are already homeless or displaced in emergency management plans.
- Engage impacted people through participation in the planning process and in Emergency Response debrief sessions.
- Connect residents VICC wide to share best practices on social resilience and emergency preparedness at the street or neighbourhood level.

***All of the actions to achieve these goals require a culture shift and transformation from the way projects are funded to the way we develop policy.***

Targets and benchmarks are critical to keep progress on track and hold ourselves accountable to the linkages between the health of people and the health of the environment. Buy-in and involvement from other community stakeholders (fire, police, hospitals, VIHA, etc.) will be critical to the success of these actions.

# Food Security

**Healthy food systems and ecosystems are the foundations of healthy communities.** Food security entails universal access to safe, healthy, culturally-appropriate food all year around and across the region. An overarching goal is the achievement of food sovereignty, in which communities are taking an *active* role in co-managing their food systems to ensure that these systems express their values.

## GOAL 1:

**By 2022, all communities have access to resources to support embedding food policy into their policies and practices, and region-wide forums exist to support and scale up these actions**

- Support every community to incorporate food (sovereignty/ security) into their planning and policies.
- Develop resources to inform leadership and staff about how this can be done.
- Establish forums for sharing community knowledge, advice, successes, and templates, and for identifying and lobbying for policy changes at other levels of government that would support this work.



## GOAL 2:

**We have complete local food systems that include infrastructure for production (growing, harvesting and processing), distribution and access by 2030, including the local knowledge and capacity to support them**

- Support local growing and harvesting capacity, including access to lands and waters (develop land registries; innovative land-sharing programs; lobby for local access to and benefit from marine resources; develop research, training and knowledge transfer resources, etc.).
- Support local and regional processing and distribution capacity, at both household and regional scale (develop and support community kitchens; processing, storage, and distribution facilities; farmers markets, etc.).



- Enhance capacity by increasing learning and knowledge transfer about food systems, both to increase food literacy and to support those seeking to build careers, companies or organizations in sustainable food systems (reinvigorate farmers' institutes; develop new and expand existing educational programs to support food entrepreneurship and to braid local and Indigenous knowledge of food systems into courses and degrees).

### **GOAL 3:**

#### **Land and water-based ecosystems essential to food production are protected and restored region-wide by 2030**

- Ensure ALR land is protected, and this is embedded in OCP and RGS language.
- Ensure that food systems are part of all land use planning and management.
- Advance the creation of Indigenous Protected and Conserved Areas and co-management agreements for important growing and harvesting areas, for marine as well as terrestrial species.
- Support and expand Indigenous Guardian Programs and other regional, place-based monitoring and stewardship initiatives that inform adaptation and serve as early warning systems for food safety.
- Develop systems for integrated community-based monitoring of productive ecosystems, and use this to shape adaptive management; ensure these processes consider connections and cumulative effects.
- Embed shoreline protection and restoration in OCPs to enhance "common" harvesting areas (with adequate monitoring for safety and to prevent overharvesting).

*To be resilient, food systems need to be supported and organized across a variety of scales (household, neighborhood, community, regions) and they both require and support healthy lands and waters.*

They also have the potential to help mitigate climate change and increase the resilience of communities to adapt to it. Prioritizing healthy lands and waters in all actions is essential. We need to recognize, respect, and develop synergistic relationships across First Nations' and Settler approaches to food systems. We can build upon the extraordinary variety of work that is already underway towards enhancing local, sustainable and resilient food systems.

# Building resilient economies

***A resilient economy is diverse, inclusive, and has the capacity to adapt and innovate.***

We need to think regionally as we build economies that transition from unsustainable resource extraction and carbon dependant industries to resilient regional economies that support responsible energy use and can generate *more* employment and deliver *higher* returns.

## GOAL 1:

**By 2030 all municipalities in the VICC will invest in clean, renewable energy industry to diversify the economy and create jobs in the region**

- Grand plan for municipalities and regional districts to electrify fleets:
  - Senior government commit to eliminate fossil fuels;
  - Support clean industry and tech, and research and development; and
  - Incentivize energy retrofits.
- Determine barriers to such investments:
  - Incentivize rural/urban/indigenous partnerships;
  - Incentivize revisions of OCPs to align with this goal; and
  - Work with provincial government to incentivize funding approaches.

## GOAL 2:

**By 2030 incentivize small businesses and rural communities through investing in tourism, innovation, and internet access**

- Incentivize and support for cottage/small business industry start ups.
- Support Island Coast Economic Trust to start climate-related economic investment.
- Ensure funding is not administratively onerous.
- Invest in sustainable tourism (e.g. Forest Bathing).
- Invest in First Nation-led and owned tourism.
- Facilitate regional networking and regional project.

### GOAL 3:

#### Develop policy framework for measuring success of resilient economies (emphasis on triple bottom line)

- Coordinate all local governments to use common framework to measure prosperity and economic resilience:
  - Monitor support in various programs;
  - Be sure communities have resources to do this work;
  - Create platform to share results;
  - Adopt triple bottom line framework; and
  - Train local governments to apply framework.

*We have a vision for a greener, smarter, and more inclusive economy.*

Environmentally sustainable businesses that use clean and renewable energy are fundamental to building resilient economies that can regenerate rapidly after stress, and will often improve their situation compared to the pre-shock world.



# Circular Economy

***A circular economy aims to eliminate waste and pollution, keep products and materials in use, and regenerate natural systems.*** In order to minimise the use of resource inputs and the creation of waste, pollution and carbon emissions, products of non-biological “technical materials” such as metals, plastics and synthetic chemicals are kept cycling in the economy through the design of systems that facilitate reuse, sharing, repair, refurbishment, remanufacturing and recycling. Organic based biological materials are managed to ensure that at end-of-life they are properly decomposed to return nutrients to the environment to support the regeneration of natural systems.

## GOAL 1:

### **Reduce 50% of food waste and divert 100% of organic material from landfill and incineration and by 2030**

- Increase food waste reduction education for residential and commercial.
- Coordinate with forestry, restaurants and grocery stores to create new collection streams
- Ban organics from co-mingled waste streams.
- Establish organics processing infrastructure at all scales – rural, small and large municipalities.
- Capture forestry and industrial waste in the accounting of waste organic material.
- Refine regulations to improve quality of composted materials and their distribution.
- Develop local food production and supply chains.



## **GOAL 2:**

### **Reduce per-capita disposal of material and consumer good waste to 150kg (85% Diversion) by 2030**

- Increase and highlight re-use, repair, rental and sharing skills and services.
- Advocacy for right to repair.
- Regulations to decrease packaging waste/ban single-use items.
- Expand and reform extended producer responsibility (EPR) programs - recovery standards and percentage of recycled materials, incentives for redesign to support circularity.
- Increase access to recycling for rural communities through strengthening EPR programs and service levels.
- Address Industrial, Commercial & Institutional and Construction & Demolition waste streams.

## **GOAL 3:**

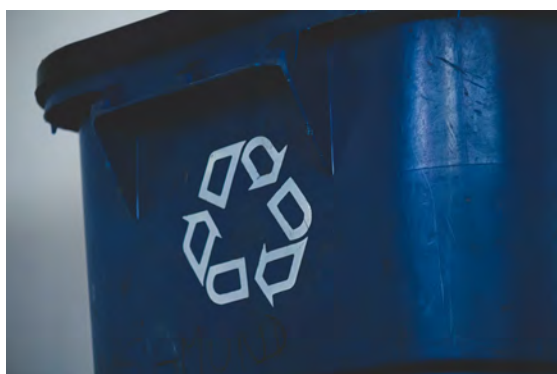
### **Re-localize supply chains and increase local circular business**

- Establish VICC circular procurement policy and systems.
- Increase skills training for trades and local resource manufacturing and food production.
- Establish hubs for re-use, sharing and repairing.
- Maximize local food chain capacity and remove regulatory and capacity barriers, such as over-restrictions of FoodSafe meant for large industrial food processing but penalizing small, local suppliers.
- Develop educational campaign promoting local services and products.
- Examine supply management.
- Incentivize and support circular business development.



*There is great potential for impact.*

According to a 2009 US EPA study, 50% of total Green House Gas emissions result from the provision of food and goods (products and packaging). These emissions are accrued at each step of the item's value chain from material extraction, production, transportation, consumption and disposal. By systemically addressing how we manage materials by reducing extraction of raw materials, re-localizing supply chains, designing materials for re-use, repair and recycle, and reducing waste, large reductions in GHG emissions across sectors can be achieved – by some estimates, up to 2/3rds of the emissions in the provision of food and goods.



# Resilient Infrastructure

**Infrastructure is the basic physical and organizational structures and facilities (e.g. buildings, roads, power supplies) needed for the operation of a society or enterprise; infrastructure resilience is the ability to reduce the magnitude and/or duration of disruptive events.** The effectiveness of a resilient infrastructure or enterprise depends upon its ability to anticipate, absorb, adapt to, and/or rapidly recover from a shock.

## GOAL 1:

### Resilient Water Management

- Develop plans to assess capacity, durability and redundancy of water management systems regarding runoff, drinking water and non-potable water under potential climate change scenarios.
- Collaborate to identify capacity, jurisdiction, treatment, existing water uses, etc.
- Develop a common model of risk assessment.
- Integrate an understanding of systems, both natural and built, into water management.
- Ensure preparedness of existing systems.
- Develop integrated watershed management.

## GOAL 2:

### Resilient transportation Infrastructure for all modes of transportation

- Identify modes of transport, hubs, corridors, safety nets.
- Institute broad collaborative planning.
- Develop a united front to lobby province.
- Free electrified transit.
- Shared roads for all modes.
- Lobby to change MOTI's operating principles, road definitions.
- Lobby TC public transportation infrastructure.
- Improve data sharing.

### GOAL 3:

## Identify Infrastructure needs (both new and replacement) and funding

- Develop plans to assess risks and redundancy of infrastructure for transport of people, goods, resources, etc. under potential climate change scenarios.
- New building planning should be multifunction.
- Increase capacity to deal with as much waste processing locally as possible, including recycling, salvage, etc.
- Identify and upgrade existing infrastructure.
- Develop integrated plans on how to recover / rebuild after major events.
- Develop new funding models (new taxation tools), criteria that support the development of resilient infrastructure.
- Planning for collapse.

***We need new ways of working to support infrastructure resilience.***

We need flexible and scaleable projects. We need to support and celebrate the leaders and champions and to develop community education and consultation. We need better resources and information sharing. We need to collaborate with industry, trades, communities, volunteer groups (e.g. streamkeepers), First Nations, labour unions and youth.



# Green Infrastructure

Green infrastructure incorporates both the natural environment and engineered systems to provide clean water, conserve ecosystem values and functions and provide a wide array of benefits to people's health and wellbeing. Green infrastructure solutions can be applied at the scale of a building through to the broad landscape. Examples of green infrastructure practices at a local level are permeable pavements, green roofs, and rainwater harvesting systems while across a landscape the preservation and restoration of an interconnected network of natural and semi-natural areas is key.

## GOAL 1:

**By 2030, embed the use of sustainable, renewable materials and permeable living surfaces into all new and retrofit built infrastructure to achieve 100% increase from 2020 levels**

- Think of roads as pathways for the whole community and design for mixed-use active transport, reduced impermeability, and protection and restoration of natural assets.
- Expand the use of green roofs, carbon sequestering materials in building supplies, rain gardens, bioswales etc. in new builds and retrofits.

## GOAL 2:

**By 2030 ecosystem-based management underpins all land use in VICC to maintain and restore healthy aquatic and terrestrial ecosystems and to optimize the rebuilding of carbon stores**

- Expand the protection and restoration of natural areas and ecological features.
- Develop water sustainability plans for all watersheds.
- Ensure local communities and First Nations are part of forest management decision making.
- Design and manage for ecological connectivity on the local and regional scale.

### GOAL 3:

## By 2030, VICC local governments will have integrated natural amenity accounting

- Develop VICC-wide data inventory of natural assets and amenities.
- Ensure that natural amenity accounting is developed with key stakeholders--including First Nations--and the data is shared in order to improve decision making and track progress.

*Green infrastructure is a cost-effective, resilient approach to reducing flood risk and the impacts of heat and drought while providing many community benefits such as carbon storage, clean drinking water, fish and wildlife, and spaces to recreate.*

Meeting these goals will take strong advocacy to communicate and coordinate across jurisdictions and First Nations. Key stakeholders include the ministries of Agriculture, Food and Fisheries, Environment and Climate Strategy, Finance, Forests, Lands and Natural Resource Operations and Rural Development, Indigenous Relations and Reconciliation, Municipal Affairs, and Transportation and Infrastructure, the AVICC, UBCM, First Nations communities, the BC Products Stewardship Council and the CRD interprovincial working group.



# Buildings: getting to net zero through retrofits and new builds

***Resilient and zero-emissions buildings can help achieve climate goals, reduce home-heating costs, and enable new skills-building for construction workers.*** Both emissions reductions and adaptation to changing climate conditions need to be accounted for when planning new builds and upgrading existing infrastructure. This is critical for mitigation.

## GOAL 1:

**By 2030, existing buildings will reduce energy usage and GHGs by 40%. All new retrofits must consider resiliency and adaptation.**

- Develop retrofit financing tools (like PACE - Property Assessed Clean Energy) that work for everyone and cover all types of buildings (residential, commercial, industrial, institutional).
- Generate research-based metrics and targets that can be used to track progress, improved access and quality of data, and enhance capacity of energy advisors to support these targets.
- Create an advocacy, education and action plan for all local governments through AVICC, including hazard mapping to support appropriate land use and resilience planning.
- Lobby provincial government to pass legislation to ban oil heating, mandate point of sale building energy labelling and a building benchmarking program for large buildings.
- Work with communities to develop official retrofit programs plans, including a retrofit builders training program, one stop retrofit program for homeowners, and regional teams to facilitate, educate and support public uptake of rebate programs.

## GOAL 2:

**By 2030, all new buildings will be net-zero and resilient to the localized impacts of climate change.**

- Alter the step code to include GHG emissions.
- All VICC Communities adopt step code by 2025.
- Local governments require low carbon heating and cooling systems through building bylaws (Greenhouse Gas Inventory, GHGi).
- Advise and offer training to local developers and builders to meet this goal.
- Adopt hazard lands development permit areas (sea level rise, wildfire interface, steep slope).
- Adopt development permit area guidelines for energy efficiency.

### GOAL 3:

**By 2025 (at the latest) we have the capacity across the island to support net zero and resilient buildings.**

- Develop enough expertise to achieve goals 1 and 2 through increased training programs and green qualifications and licensing of trade.
- Ensure that a broad cross section of community is recruited (better representation of women and other equity seeking groups), including potentially workers from the fossil fuel sector.
- Ensure that funding and capacity for retrofits is in place and that building owners are aware of who can do the work in their communities.
- Develop programs and networks to support net-zero and climate resilient buildings, including energy auditor programs available remote communities, and net-zero and climate resilient building awards.

*Switching to low-carbon technologies and increasing energy efficiency of buildings can move us forward to a future where buildings produce no emissions at all.*

Regulatory changes, advocacy initiatives, and financing tools can help communities save money on heating, create new 'green' jobs, and be prepared to resist upcoming climate-related natural hazards.

# Decarbonised transport

**Transportation is one of the biggest contributors to greenhouse gas emissions in the region.** In line with the provincial CleanBC strategy, the region needs to move to a zero-emission vehicle future with widely available charging infrastructure. We also need to connect all communities via transit, railway, and biking to allow for decreased reliance on driving and complete streets development of communities across the region.

## GOAL 1:

**By 2025, have accessible electric vehicle (EV) charging infrastructure for personal & commercial transport in all VICC communities in all sectors**

- Build EV infrastructure including acquiring land that can be used for Level 3 charging.
- Collaborate with the private sector including partnering with car share and ride sharing companies to electrify their fleets.
- Develop a secure written agreement with all regional districts (RDs) to build and coordinate the charging system with support from BC Hydro and the provincial government.
- Increase broad education on the benefits of electrification, existing policy and costs of installing stations—use data and technology to increase support for EVs.
- Prioritize areas with greater density of apartments to have more access to public charging infrastructure—this infrastructure placement should be informed by good transportation data and projections.
- Provide rebates for charging infrastructure to home owners and developers.
- Use provincial post-COVID and other funding (e.g., CleanBC) to invest into EV charging stations in existing attached buildings.
- Develop regulations/bylaws for new developments requiring installation of EV charging stations.





## GOAL 2:

### **By 2030, connect communities via biking, transit, and railway corridors and EV rentals in VICC**

- Create an intergovernmental task force to model interconnectivity infrastructure.
- Develop public-private partnerships to enable collaborations between BC Transit, BC Ferries and the private sector (i.e., car share, e-mobility, rental companies).
- Enable full cost accounting/economic analysis of different transportation options and communication to public (i.e., account for co-benefits including safety, benefits for tourism and environmental benefits).
- Develop zoning requirements to enable EV rentals in appropriate places.
- Lobby BC and federal governments to develop a regional transportation plan and to receive their support/buy-in.
- Learn from leading jurisdictions on how such interconnectivity can be achieved and what policies and governance institutions need to be developed.

### GOAL 3:

## By 2025, allow for only complete streets design approach including transit-oriented development, densification and access to services

- Provide education to governments (i.e., elected representatives and staff) and developers about the benefits of this design approach and how it can be implemented.
- Write these principles into Official Community Plans (OCPs).
- Offer tax incentives or benefits to projects/developments that use this approach.
- Enable municipalities to buy land next to future transit/railway corridors to build housing, and then use money and profits to fund sustainable transportation projects.
- Lobby the provincial government for legislation mandating the implementation of these approaches by every level of government across the province—BC's Ministry of Transportation and Infrastructure can be used an active partner.

***Electrifying vehicles and connecting communities via zero-emission transportation modes will lead to substantial environmental and socio-economic benefits.***

To accelerate the transition, the region needs to have an integrated regional transportation plan. The plan will enable conversations with the provincial government to seek funding for EV charging infrastructure in all types of buildings, implementing new infrastructure to connect communities by rail and biking, and developing communities in a transit-oriented manner.

# Active Transportation

**Active transportation is central to health and wellbeing.** Active transportation is any human-powered transportation like walking and cycling; it can be combined with other modes like transit. Investing in infrastructure to support active transportation protects the safety and wellbeing of friends and family and creates liveable spaces. Increasing active transportation can reduce trips made by vehicles and help us to meet our climate goals. Presently around 80% of GHG emissions in the province are from energy of which half are from transportation.

## GOAL 1:

### Two-thirds of trips to be made by active transport by 2030

- Mandate Vision Zero: No traffic fatalities.
- Update provincial road construction guidelines using Vision Zero, System Safety approach to road design, AAA (all ages and abilities) lens, prioritizing vulnerable road users and active transportation.
- Support cultural shift to active transportation in education and training.
- Reallocate street space for active transportation.
- Secure reliable, stable multi-year funding to implement Active Transport planning.
- Ensure that there is a rural lens on Ministry of Transportation and Infrastructure (MOTI) road guidance. Rural communities face different constraints and needs.
- Establish a VICC platform for shared policy learning.

## GOAL 2:

### Implement integrated regional transportation planning (inclusive of active transport) by 2030

- Jointly address Interregional planning gaps and identify priorities.
- Develop regional Memorandum of Understanding to convene municipalities and Electoral Areas at the Regional District Level to conduct regional transportation planning.
- Advocate for the Province to invest in inter-community connections for active transportation and transit. Ensure Province and BC Transit prioritize active transportation and inter-jurisdictional connections.
- Advocate for dedicated funding for integrated transportation planning across functionally connected areas. Establish fiscal incentives for joint planning and transportation infrastructure delivery.



### GOAL 3:

## Ensure dedicated, stable, long-term funding for active transport by 2025

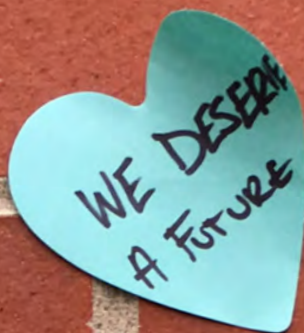
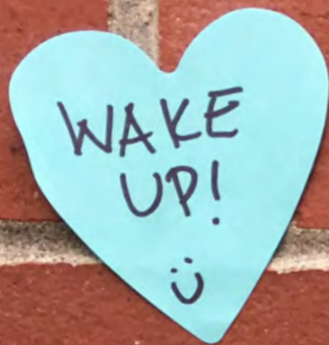
- Advocate for safe pathway maintenance to be covered in maintenance agreements and contracts to reduce barriers for small communities.
- Adopt fiscal incentives for employees who commute by active transport.
- Advocate for 1% of sales tax to municipalities.
- Advocate for a usage-based insurance system for vehicles in order to incentivise a reduction in vehicle use.
- Advocate for an increase in Federal Gas Tax funding.
- Advocate for green infrastructure stimulus for active transport from the federal government.



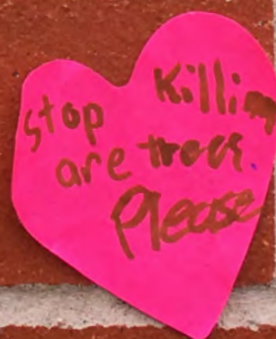
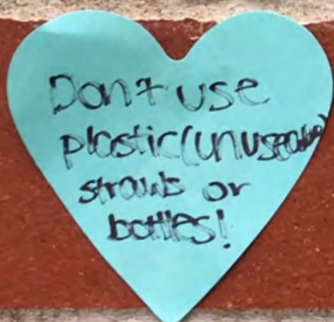
***We have the vision and the will. We know what to do. We need the capacity and agency to pull it off!***

Upper level governments, in particular the Provincial government, set the incentives for investment in active transportation. This includes regulatory and implementation guidance that is often out of date or contradictory when it comes to active transportation. Too often incentives are set against active transportation. We need solutions that work for communities of all sizes—rural and urban.





# Vancouver Island and Coastal Communities: Youth Summit Outcomes



Vancouver Island and Coastal Communities Climate Leadership Plan (VICC-CLP) Steering Committee  
[viccclp.com](http://viccclp.com)



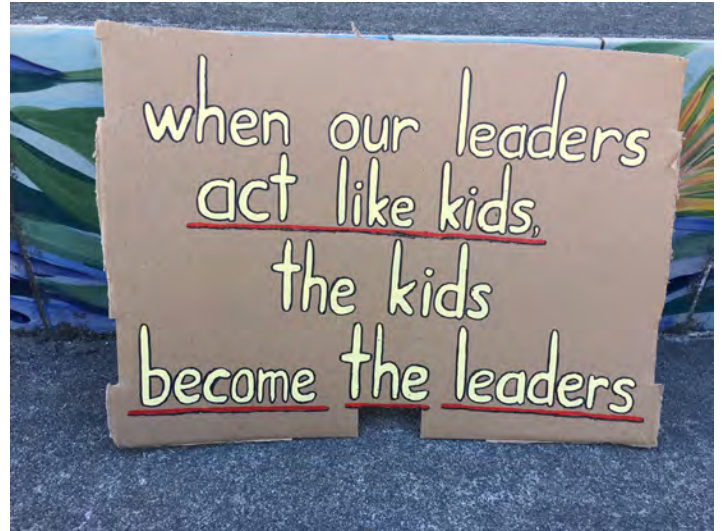
# Our climate change challenge

**Climate change is a complex and ongoing challenge facing communities across the Vancouver Island and Coastal Communities Region (VICC).** By 2050, it is anticipated that British Columbia will experience:

- Temperature increases of 1.3 to 2.7 °C;
- Increases in average annual rainfall from 2% to 12%, with summers being increasingly drier;
- Loss of glaciers resulting in changes to fish habitat, declining quality and storage of drinking water; and
- Continued rising sea levels along most of B.C.'s coast, more frequent wildfires and rainfalls.

**Climate change will impact all sectors of society and the economy now and in the future.** Communities large and small, rural and urban have adopted a range of initiatives and there are a growing number of regional plans that aim to scale up these efforts to promote co-ordinated actions. Climate change impacts are experienced at a local level, yet existing municipal and regional district governance structures can constrain climate action plans, making planning at a broader regional scale essential. This is why we need to plan at a Vancouver Island and Coastal Communities wide scale.

**Our communities are connected in tackling this challenge.** Our overarching goal is for all our climate actions to increase community resilience across the Vancouver Island and Coastal Communities region, which in turn will better prepare our communities to navigate climate challenges.



**Young people are leading the charge.** Today's young people are crucial to building a fairer, more sustainable future.



# The plan

The **Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee** (VICC CLP SC) was convened by three Vancouver Island Mayors—Lisa Helps (Victoria), Josie Osborne (Tofino), Michelle Staples (Duncan)—to catalyze climate mitigation and adaptation throughout the region. The VICC CLP SC includes representatives from each of the regional districts on the island and the Sunshine Coast (urban and rural), working together to produce a regional plan that will catalyze climate mitigation and adaptation projects and activities throughout the coastal region.

This document shares the **VICC's Climate Action Goals: Youth** across several thematic areas. These goals were jointly developed with participants in the VICC's Youth Climate Forum which took place May 8th, 2021. This event brought together youth and young adults between the ages of 13-26 to collaborate on visions, goals, and actions for the region.

# Theme 1: Equity, Healthy Communities, Social Justice, and Social Resilience

**Resilience is the ability to *persist, adapt, and transform***, and is a characteristic of healthy communities. In everything we do, we must support the health and well-being of our most vulnerable populations; this will increase overall community resilience and a community's ability to better withstand the shocks and disruption that climate change will bring.

***Equity and social justice principles strive for a fair and equal society in which each individual matters, their rights are recognized and protected, and decisions are made in fair ways.*** This includes Accessibility (what programs or services are truly accessible, particularly to those without financial means) and Choice (who has the agency to choose and what impacts the ability to choose?).

## GOAL 1:

### Live according to the principles of UNDRIP

- Ensure that the principles of UNDRIP are upheld;
- Ensure that communities are connected and that they work together to protect the environment;
- Recognize and acknowledge reconciliation and Indigenous knowledge in planning and decision-making from the beginning. Reconciliation involves recognition of history and centering Indigenous priorities within the planning process;
- Develop principles and legislation so that lands and waters have the opportunity to be recognised as living beings with rights.

## GOAL 2:

### By 2030, a social justice and equity lens must be placed on all climate change decision making

- Ensure that no one is unhoused in BC by 2025 and ensure that everyone has enough food;
- Ensure there is equitable access to mitigate climate emissions for everyone;
- Develop better mental health resources and education in schools, universities, institutions, and workplaces;
- Research barriers to taking climate action and ensure that these are considered in climate mitigation and adaptation policies;
- Implement Green New Deals across municipalities.



### GOAL 3:

## Promote more education and equal opportunities for people to act and live in harmony with land, waters and people

- Develop more resources and educational materials for individuals to be sustainable, ensuring throughout that people feel empowered through the educational system;
- Develop alternative economies so that people do not have to choose between a healthy environment or a healthy economy;
- Develop more opportunities for outdoor education schemes for all age ranges;
- Establish more opportunities for people to spend time outdoors to aid health conditions;
- Ensure that climate science is included in every school's curriculums;
- Diversify voices and facilitate equal participation: de-stigmatize those in the community needing support, encourage youth voices and participation, remove barriers for youth, BIPOC, LGBTQ, and women to have a say at the table and get into leadership positions, and design policy for all working and/or planning tables that clearly identifies who has to be represented.

***All of the actions to achieve these goals require a culture shift and transformation from the way projects are funded to the way we develop policy. We think it is important that a diversity of voices inform decision making.***



# Theme 2: Food Security and Sovereignty

***Healthy food systems and ecosystems are the foundations of healthy communities.***

Food security entails universal access to safe, healthy, culturally-appropriate food all year round and across the region. An overarching goal is the achievement of food sovereignty, in which communities are taking an active role in co-managing their food systems to ensure that these systems express their values.

## **GOAL 1:**

**By 2025, most of our food is from the island and grown sustainably**

- Grow food in public areas wherever possible and equip communities with the policies and financial means to get this started;
- Work with the province and federal government to support the development of kelp farming;
- Develop a programme where every school can set up a community garden;
- Advocate that local universities and institutions invest in and research cultivated meats;
- Encourage the phasing out and banning of fish farms;
- Establish forums for sharing community knowledge.

## **GOAL 2:**

**By 2022, all communities have access to resources to support embedding food policy into their policies and practices**

- Ensure First Nations can harvest important food sources;
- Reduce cost barriers for the new generation of farmers (ecosystem service enhancement).

## **GOAL 3:**

**By 2030, land and water-based ecosystems that are essential to food production are protected and restored region-wide**

- Ensure Agricultural Land Reserve (ARL) is protected and increased its productivity;
- Encourage landlords to allow (and encourage) renters to grow their own food;
- Ensure that food systems are part of all land use planning and management;
- Advance the creation of Indigenous Protected and Conserved Areas and co-management agreements for important growing and harvesting areas.



***To be resilient, food systems need to be supported and organized across a variety of scales (household, neighborhood, community, regions) and they both require and support healthy lands and waters.***

They also have the potential to help mitigate climate change and increase the resilience of communities to adapt to it. Prioritizing healthy lands and waters in all actions is essential. We need to recognize, respect, and develop synergistic relationships across First Nations' and Settler approaches to food systems. We can build upon the extraordinary variety of work that is already underway towards enhancing local, sustainable and resilient food systems.



# Theme 3: Circular Economy

***A circular economy aims to eliminate waste and pollution, keep products and materials in use, and regenerate natural systems.*** To minimise the use of resource inputs and the creation of waste, pollution and carbon emissions, products of non-biological “technical materials” such as metals, plastics and synthetic chemicals are kept cycling in the economy through the design of systems that facilitate reuse, sharing, repair, refurbishment, remanufacturing and recycling. Organic-based biological materials are managed to ensure that at end-of-life they are properly decomposed to return nutrients to the environment to support the regeneration of natural systems.

## GOAL 1:

**By 2025, reduce 50% of food waste and divert 95% of organic material from landfill and incineration**

- Legislate to ensure that businesses dispose properly of their waste;
- Learn from and build upon existing models that work for reducing and redirecting food waste;
- Develop efficient and effective composting systems that are required in all schools;
- Establish better educational materials on how to manage food waste and compost for residential and commercial properties;
- Provide greater access and funding for recycling depots in more parts of cities and rural areas;
- Coordinate with forestry, restaurants and grocery stores to create new collection streams;
- Ban organics from co-mingled waste streams;
- Coordinate compost audits with farmers;
- Discourage ‘throw-away’ culture, and where it exists, ensure that there are means for people to re-use safely.

## GOAL 2:

**By 2023, ban all plastic packaging and mandate that all sellable goods are either recyclable or reusable**

- Develop alternative materials which are less energy-intensive;
- Legislate that packaging be compostable or re-usable (see Good Natured Products Inc);
- Develop regulations to decrease packaging waste/ban single-use items;
- Establish a strategy to manage ‘bioplastics’.

### GOAL 3:

## Support communities via education and opportunities to grow more, compost more, and promote circular economies

- Support more education programmes around composting, recycling and reusing;
- Create programmes for students to connect with farmers;
- Encourage institutions, workplaces and businesses to promote multi-use products and/or compostable items;
- Devote sufficient funding so that local circular businesses can thrive;
- Encourage more food growing areas in urban spaces.

*There  
is great  
potential  
for impact.*

According to a 2009 US EPA study, 50% of total Green House Gas emissions are from the provision of food and goods (products and packaging). These emissions are accrued at each step of the item's value chain from material extraction, production, transportation, consumption and disposal. By systemically addressing how we manage materials by reducing extraction of raw materials, re-localizing supply chains, designing materials for re-use, repair and recycle, and reducing waste, large reductions in GHG emissions across sectors can be achieved – by some estimates, up to 2/3rds of the emissions in the provision of food and goods.





# Theme 4: Green and Resilient Infrastructure

**Infrastructure is the basic physical and organizational structures and facilities (e.g. buildings, roads, power supplies) needed for the operation of a society or enterprise; infrastructure resilience is the ability to reduce the magnitude and/or duration of disruptive events.** The effectiveness of a resilient infrastructure or enterprise depends upon its ability to anticipate, absorb, adapt to, and/or rapidly recover from a shock.

**Green infrastructure incorporates both the natural environment and engineered systems to provide clean water, conserve ecosystem values and functions and provide a wide array of benefits to people's health and wellbeing.** Green infrastructure solutions can be applied at the scale of a building through to the broad landscape.

## GOAL 1:

**To preserve, protect, fund and restore 80% of essential natural assets and carbon sinks by 2030 (e.g. wetlands, salt marshes, old-growth, kelp forests)**

- By 2022, all old-growth forests and sensitive ecosystems are protected and their health is continuously monitored;
- Expand co-management of natural areas with local First Nations;
- Develop conservation and restoration of native ecosystems (e.g. Garry Oak meadows, wetlands, forests);
- Develop regional care of marine ecosystems for local seafood;
- Monitor populations of key species;
- Host invasive species removal and native plant propagation in collaboration with First Nations.



## GOAL 2:

### **By 2030, ecosystem-based management underpins all land use in VICC to maintain and restore healthy aquatic and terrestrial ecosystems and to optimize the rebuilding of carbon stores**

- Expand the protection and restoration of natural areas and ecological features;
- Develop water sustainability plans for all watersheds;
- Ensure local communities and First Nations are part of forest management decision making;
- Design and manage ecological connectivity on the local and regional scale.

## GOAL 3:

### **By 2030, all infrastructure is climate-ready**

- Ensure BC is net-zero by 2035!
- Develop adaptation mechanisms such as sea walls and rain gardens;
- Ensure resilient water management;
- In coordination with the goals set out for active transport, ensure an increase in safe bike lanes.

#### ***We need new ways of working to support infrastructure resilience.***

We need flexible and scalable projects. We need to support and celebrate the leaders and champions and to develop community education and consultation. We need better resources and information sharing. We need to collaborate with industry, trades, communities, volunteer groups (e.g. streamkeepers), First Nations, labour unions and youth.

#### **Green infrastructure is a cost-effective, resilient approach to reducing flood risk and the impacts of heat and drought while providing many community benefits such as carbon storage, clean drinking water, fish and wildlife, and spaces to recreate.**

Meeting these goals will take strong advocacy to communicate and coordinate across jurisdictions and First Nations.

# Theme 5: Buildings: Getting to Net-Zero through Retrofits and New Builds

**Resilient and zero-emissions buildings can help achieve climate goals, reduce home-heating costs, and enable new skills-building for construction workers.** Both emissions reductions and adaptation to changing climate conditions need to be accounted for when planning new builds and upgrading existing infrastructure. This is critical for mitigation.

## GOAL 1:

**By 2030, all new buildings are powered by 100% renewable energy, will be net-zero and resilient to the localized impacts of climate change**

- Phase out fossil fuel extraction by 2027 and subsequently ban oil heating;
- Work with communities to develop official retrofit programs plans;
- Promote lifecycle costing so that more sustainable building options are assessed based on the cost throughout the entire life of the infrastructure;
- Encourage the building of smaller houses and apartments;
- Ensure that no one is unhoused by 2025 and embed social justice in all new building developments.

## GOAL 2:

**By 2030, all existing buildings are retrofitted**

- Ensure all existing buildings are powered by renewable sources;
- Ensure there is sufficient funding and support for retrofits and that building owners are aware of who can do the work in their communities;
- Establish more heat-pump rebates;
- Encourage the re-use of building materials wherever possible and ensure greater transparency in what happens in building waste;
- Prevent demolishing buildings and start re-using them as much as possible.



### GOAL 3:

**By 2025 (at the latest), we have the capacity across the island to support net-zero and resilient buildings.**

- Establish a legislative authority (i.e. in LGA) so that local governments can regulate fuel usage in new buildings and promote fuel switching in existing buildings;
- Have local governments 'lead by example';
- Create partnerships between communities to get to net-zero together and share good practices;
- Raise awareness in the community of what types of community energy programs are available, types of funding, contractors in the area, etc.;
- Adopt a low-interest renewable energy and retrofit program.

*Switching to low-carbon technologies and increasing the energy efficiency of buildings can move us forward to a future where buildings produce no emissions at all.*

Regulatory changes, advocacy initiatives, and financing tools can help communities save money on heating, create new 'green' jobs, and be prepared to resist upcoming climate-related natural hazards.



# Theme 6: Decarbonised Transport

**Transportation is one of the biggest contributors to greenhouse gas emissions in the region.** In line with the provincial CleanBC strategy, the region needs to move to a zero-emission vehicle future with widely available charging infrastructure. We also need to connect all communities via transit, railway, and biking to allow for decreased reliance on driving and complete streets development of communities across the region.

## GOAL 1:

**By 2030, everyone has access to free public transportation within and between communities**

- Establish sustainable transport options: e.g. island corridor from Victoria to Courtney;
- Shift away from Victoria Regional Transit Commission model toward CRD-based transit governance with lots of voting seats for riders/stakeholders (e.g. First Nations, students, seniors, people with disabilities);
- Ensure user groups always have a say in their transport systems.

## GOAL 2:

**By 2025, all public transport is electric and there is at least one bike parking space for every car parking space in BC**

- Electrify all public transport;
- Ensure that everyone can access free public transport: i.e. free bus, free train, with no age restrictions;
- Develop more EV infrastructure;
- Develop regulations/bylaws for new developments requiring the installation of EV charging stations;
- Develop and promote the use of bikes, bikeable cities and bikeable rural areas.

## GOAL 3:

**By 2025, there is an island-wide transportation plan**

- Ensure that there are viable, affordable options connecting communities via (bike share, car share, bus, rail);
- Implement this system using passes, such as the Marmot card.

***Electrifying vehicles and connecting communities via zero-emission transportation modes will lead to substantial environmental and socio-economic benefits.***

To accelerate the transition, the region needs to have an integrated regional transportation plan. The plan will enable conversations with the provincial government to seek funding for EV charging infrastructure in all types of buildings, implementing new infrastructure to connect communities by rail and biking, and developing communities in a transit-oriented manner.





# Theme 7: Active Transportation

**Active transportation is central to health and wellbeing.** Active transportation is any human-powered transportation like walking and cycling; it can be combined with other modes like transit. Investing in infrastructure to support active transportation protects the safety and wellbeing of friends and family and creates liveable spaces. Increasing active transportation can reduce trips made by vehicles and help us to meet our climate goals. Presently around 80% of GHG emissions in the province are from energy, of which half are from transportation.

## GOAL 1:

### By 2030, everyone has access to safe active transportation options

- Roll out a new 'bikes for everyone' programme which accommodates everyone's need: i.e. has a strong equity focus;
- Ensure that transport networks are connected rural-urban and between communities.

## GOAL 2:

### By 2030, build out more multi-use paths and bike lanes that build interconnectivity within the existing network across the island

- Ensure all major commercial and institutional centres have secure bike parking by 2025;
- Establish more bicycle hub repair centres;
- Implement lower speed limits for electrified transport;
- Promote separate bike and walking lanes and always ensure that transport is safe;
- Offer bike safety courses for all ages.

## GOAL 3:

### By 2030, plan active transportation and electric transit networks across the region, rather than by municipality

- Ensure that a coordinated, equitable approach is taken across all active transport planning.



***We have the vision and the will. We know what to do. We need the capacity and agency to pull it off!***

Upper level governments, in particular the Provincial government, set the incentives for investment in active transportation. This includes regulatory and implementation guidance that is often out of date or contradictory when it comes to active transportation. Too often incentives are set against active transportation. We need solutions that work for communities of all sizes—rural and urban.



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## NEWS RELEASE

For Immediate Release  
2022ENV0028-000761  
May 16, 2022

Ministry of Environment and Climate Change Strategy

### **B.C. launches new program to accelerate local climate action**

NORTH VANCOUVER – Stronger collaboration, planning and action to reduce climate pollution and build protection for local communities will result from the new CleanBC Local Government Climate Action Program.

The program will provide predictable, stable funding for municipalities, regional districts and Modern Treaty Nations to accelerate local climate projects and build a better future for people in their communities.

“We’re working with local leaders to address the climate crisis and create new opportunities for people in the clean economy with more funding support,” said George Heyman, Minister of Environment and Climate Change Strategy. “Local communities have been leaders in the fight against climate change, and this new program will accelerate their actions to cut pollution and build more resilient communities for everyone. We’ve listened to local leaders and designed a program that responds to their community priorities with funding they can count on each year.”

Through Budget 2022, the Province provided \$76 million over three years for the Local Government Climate Action Program. Funds will be distributed to eligible governments based on each community’s population and a base amount. Participating governments will be required to show funds have been invested in projects that support the objectives of the CleanBC Roadmap to 2030 or the Climate Preparedness and Adaptation Strategy.

“Our local government partners are facing the impacts of climate change head on,” said Nathan Cullen, Minister of Municipal Affairs. “They are also on the leading edge of climate action, building resilient communities and are preparing for the future. This new program will help communities of all sizes build a cleaner, better future for people across B.C.”

The Local Government Climate Action Program was designed considering input from local governments, the Union of B.C. Municipalities (UBCM), Modern Treaty Nations and the independent Climate Solutions Council.

“Local governments have led the way on climate action and this new provincial program will help municipalities further strengthen their work building cleaner, more resilient communities,” said Laurey-Anne Roodenburg, president of UBCM and councillor for the City of Quesnel. “By working together with the Province, we’ve helped make sure local government priorities are reflected in the design of this new program.”

To be eligible, participating governments are required to sign on to the B.C. Climate Action Charter, complete a number of reporting requirements and demonstrate matching funding or in-kind contributions for local climate initiatives equal to 20% of their provincial allocation.



The CleanBC Roadmap is the Province's plan to expand and accelerate climate action by building on the province's natural advantages – abundant and clean electricity, innovative technology and highly skilled workforce. It sets a path for increased collaboration to build a British Columbia that works for everyone.

**Learn More:**

To learn more about the Local Government Climate Action Program, visit: [www.gov.bc.ca/local-government-climate-action-program](http://www.gov.bc.ca/local-government-climate-action-program)

To read the CleanBC Roadmap to 2030, visit: [www.cleanbc.ca](http://www.cleanbc.ca)

A backgrounder follows.

**Contact:**

Ministry of Environment and Climate Change  
Strategy  
Media Relations  
250 953-3834

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Connect with the Province of B.C. at: [news.gov.bc.ca/connect](http://news.gov.bc.ca/connect)

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## BACKGROUND

For Immediate Release

Ministry of Environment and Climate Change Strategy

2022ENV0028-000761

May 16, 2022

### **What people are saying about the Local Government Climate Action Program**

#### **Linda Buchanan, mayor, City of North Vancouver –**

“The effects of climate change are increasingly clear as we experience more extreme weather events. These challenges require all levels of government to redouble their efforts in building a low-carbon and sustainable future. The Local Government Climate Action Program will support communities of all sizes as they invest in green infrastructure that will reduce greenhouse gas emissions, while also improving social and economic outcomes for people. I thank the Province for this investment as it will provide local governments the means to create better communities for generations to come.”

#### **Arjun Singh, councillor, City of Kamloops; member of Climate Solutions Council –**

“This new climate program will be an important resource for the City of Kamloops to help implement our climate action plan to move away from fossil fuels toward a cleaner future with better infrastructure and amenities for everyone in our community. I’m pleased to see the Province listened to local governments and my fellow members on the independent Climate Solutions Council in designing the program so communities big and small benefit.”

#### **Toni Boot, mayor, District of Summerland; member of Climate Solutions Council –**

“The District of Summerland is very pleased with the new Local Government Climate Action Program and the \$76 million in funding over three years in Budget 2022. Summerland employs a full-time climate-action staff person and annually allocates monies for climate initiatives. In September 2021, we received the Community Energy Association’s Climate and Energy Action Award in the Corporate Operations category. The award recognizes the district’s leadership in moving from planning to implementation in the climate-action space. It’s through our previous collaborations with the Province and this new program that this work is made possible.”

#### **Lisa Helps, Mayor, City of Victoria –**

“Local governments are key partners in the Province delivering on the ambitious objectives of CleanBC. This funding will assist local governments to continue to take bold climate action. It will also enable collaboration among local governments like the work we have been doing through the Vancouver Island and Coastal Communities Climate Leadership Plan steering committee, allowing large and small, rural and urban local governments to work together and to work with First Nations. This funding will help advance that work.”

#### **Leonard Krog, mayor, City of Nanaimo –**

“The new Local Government Climate Action Program is a welcome addition to help

municipalities like Nanaimo build on the climate actions we've taken so far to improve our community infrastructure, drive down emissions and create new opportunities for people in the clean economy. The new program will provide a stable source of funding to support future planning and action as we work to meet our emissions targets and prepare for future climate impacts."

**Brian Frenkel, councillor, District of Vanderhoof –**

"The Local Government Climate Action Program funding will build capacity in small and rural local governments throughout B.C., to help showcase innovative new technologies, and support community-based climate action leadership. The new fund will provide important funding to secure stronger action and collaboration across governments to help rural communities reduce emissions and respond to their own local climate impacts."

**Lori Ackerman, mayor, Fort St. John –**

"If there is a community that understands energy from creation to consumption, it's ours. Fort St. John is a leader in reducing emissions and responding to climate impacts in our community where a real impact can be achieved. Over the past several years, we have initiated innovative projects that create energy, reduce emissions and leave a lighter footprint. The Local Government Climate Action Program will enable us to continue to invest in projects and showcase real action on the ground, in the community where we live, work and play."

**Linda Worley, chair, Regional District of Kootenay Boundary (RDK) –**

"The RDKB is delighted that the Province is launching its new Local Government Climate Action Program and providing continued financial support for local governments to help reduce emissions and respond to climate impacts. The RDKB is committed to climate action and working with its communities to mitigate, adapt and prepare for climate change. We've taken a range of actions, from supporting electric vehicle infrastructure to implementing a region-wide organics-diversion strategy that included rural residents. These projects allowed the RDKB to successfully reduce greenhouse gas emissions by 45% when compared to 2012 emissions."

**Dale Littlejohn, executive director, Community Energy Association –**

"Congratulations to the Government of B.C. for what might be the most strategic support for local climate action in more than a decade. Local governments influence about half the emissions in B.C., and this support comes at a critical time, as many communities work to cut those emissions in half this decade. The speed and scale of these reductions and regional nature of many solutions necessitates cross-community collaboration, particularly for capacity-constrained small communities. This program can provide the spark for large-scale and collaborative actions in every corner of the province in partnership with the Province."

**Contact:**

Ministry of Environment and Climate Change  
Strategy  
Media Relations  
250 953-3834



**From:** Peter Kvarnstrom <[pkvarnstrom@glaciermedia.com](mailto:pkvarnstrom@glaciermedia.com)>

**Sent:** August 31, 2022 3:26 PM

**To:** Darnelda Siegers <[Siegers@sechelt.ca](mailto:Siegers@sechelt.ca)>

**Subject:** Newspaper Recycling and EPR

Hello Mayor (and SCRD Chair) Seigers,

As you may well be aware, we as a newspaper have been involved in the EPR (Extended Producers Responsibility) program, regarding recycling of newsprint, for just over five years. In 2017 we entered into an agreement with the BC Government to pay our EPR fees directly to the BC Gov't, who in turn paid RBC (previously MMBC). This allowed us to lock in a rate of \$5/ton in cash and \$40/ton in Value In Kind advertising (from the BC Government). This has worked somewhat well, but still has significant costs involved in fulfillment and reporting.

RBC now wants \$360/tonne for old newsprint from us. I have attached both the 2017 and 2022 rate cards that clearly demonstrate the alleged downloading of cost for plastics recycling on newspapers. I have also attached our Annual Report for Newspaper in BC in regards the current program. On page 8 there is a reference to the recovery rates for newsprint in BC. We are the highest recovered, recyclable material of any, consistently.

Newspapers are the product, not waste. The EPR program has created a disincentive to publish more news and journalism, at a time when we truly need more trusted sources for news.

We are currently requesting that the BC Government exempt newspapers from the EPR regime. An exemption was announced in Ontario recently. An exemption is what we need, same as books and library materials (they are exempt).

Bottom line: we don't want communities across BC to be without a newspaper.

If you agree, could you please review the attached template letter, sign it with your official letterhead and send it to Minister Heyman – and also send me a signed copy. (You can add or delete anything in the letter you wish.) We are currently connecting with our Mayors, throughout BC, to try and stop this before it's too late.

If you have any questions at all, please feel free to contact me.

Thanks Darnelda,

All the best,

Peter Kvarnstrom  
Publisher  
Coast Reporter  
604-788-6252

MMBC Fee Schedule (cents/kg)				
Category	Material	2017 Fee Rates*	2016 Fee Rates*	Variance
PRINTED PAPER				
Printed paper	Newsprint	11.00	20.00	-45.0%
	Magazines and Catalogues	11.00	24.00	-54.2%
	Telephone Books	11.00	24.00	-54.2%
	Other Printed Paper	11.00	24.00	-54.2%
PACKAGING				
Paper Based Packaging	Corrugated Cardboard	24.00	29.00	-17.2%
	Boxboard	24.00	29.00	-17.2%
Composite Paper Packaging	Gable Top Cartons	52.00	52.00	0.0%
	Paper Laminates	52.00	52.00	0.0%
	Aseptic Containers	52.00	52.00	0.0%
High Grade Plastics	PET Containers	53.00	31.00	71.0%
	HDPE Containers	53.00	31.00	71.0%
Low Grade Plastics	Plastic Film	91.00	54.00	68.5%
	Polystyrene	91.00	54.00	68.5%
	Other Plastics	91.00	54.00	68.5%
Plastic Laminates	Plastic Laminates	102.00	70.00	45.7%
Steel Packaging	Other Steel Packaging	20.00	52.00	-61.5%
	Steel Aerosols	20.00	52.00	-61.5%
	Steel Paint Cans	20.00	52.00	-61.5%
Aluminum Packaging	Aluminum Food & Milk Containers	26.00	45.00	-42.2%
	Other Aluminum Packaging	26.00	45.00	-42.2%
Glass Packaging	Clear Glass	15.00	25.00	-40.0%
	Coloured Glass	15.00	25.00	-40.0%



RECYCLE BC FEE SCHEDULE (CENTS/KG)

Category	Material	2022 Fee Rates (cents/ kg)	2021 Fee Rates (cents/ kg)	Variance %
PRINTED PAPER	Newsprint	36.00	29.00	24.1%
	Magazines and Catalogues	26.00	37.00	-29.7%
	Telephone Books	26.00	37.00	-29.7%
	Other Printed Paper	44.00	37.00	18.9%
PAPER PACKAGING	Corrugated Cardboard	38.00	43.00	-11.6%
	Boxboard	32.00	43.00	-25.6%
	Gable Top Cartons	47.00	72.00	-34.7%
	Paper Laminates	44.00	72.00	-38.9%
	Aseptic Containers	52.00	72.00	-27.8%
PLASTICS	PET Bottles	40.00	76.00	-47.4%
	HDPE Bottles	-4.00	76.00	-105.3%
	Plastic Film	94.00	113.00	-16.8%
	Plastic Laminates	96.00	140.00	-31.4%
	Polystyrene	137.00	113.00	21.2%
	Other Plastics	82.00	113.00	-27.4%
STEEL	Other Steel Packaging	39.00	40.00	-2.5%
	Steel Aerosols	33.00	40.00	-17.5%
	Steel Paint Cans	31.00	40.00	-22.5%
ALUMINUM	Aluminum Food & Milk Containers	-23.00	61.00	-137.7%
	Other Aluminum Packaging	-10.00	61.00	-116.4%
GLASS	Clear Glass	33.00	28.00	17.9%
	Coloured Glass	35.00	28.00	25.0%

**STEWARDSHIP PLAN**

# 2021

**Annual Report**



**News Media Canada**  
**Médias d'Info Canada**  
nmc-mic.ca

## Required Information Page

**Stewardship plan approval date:** October 19, 2017

**Product category:** Schedule 5 – Printed Paper and Packaging [Newsprint]

**Stewardship agency and/or program name:** News Media Canada

**Primary contact (name and email):** Peter Kvarnstrom, [pkvarnstrom@glaciermedia.com](mailto:pkvarnstrom@glaciermedia.com)

**Stewardship program website:** None

**Stewardship Plan and Annual Reports website:** <https://nmc-mic.ca/public-affairs/newspapers-and-recycling/bc-stewardship/>

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### Message from the Chair

What a year 2021 has been. At long last the pandemic began to wane and a sense of normalcy take hold again. New conflicts emerged in the world. Climate disasters extracted an ever-greater toll. And we saw divergence in our society unlike any in recent memory, with the added challenge of technology that gives anyone with an opinion and a keyboard an aura of legitimacy. I am at once thankful that newspapers and our incredible journalists remained steadfast mediators throughout, and anxious of a future society with fewer of them.

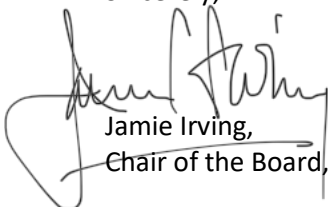
There is no getting around the drastic declines in traditional newspaper distribution. Our papers are fewer and thinner. This reality is starkly seen in this year's tonnage numbers and the trends leading up to them. Early in my career new publications would regularly enter the landscape, covering new regions, new issues, new opinions. But now our industry struggles to simply hold on to the content we have. We are committed to this, as are we to shifting our methods of communication to reach as many people as possible in a changing media and technology landscape. This is clearly more important than ever.

2021 has also seen some major shifts in recycling. This time last year the EPR policy paradigm was clearly starting to emerge in the United States, particularly for packaging. It's now fair to say is boiling like a hot kettle, with a number of states approving legislation and many more going through the challenging process of figuring things out. In many ways, even with a decade or more experience with packaging EPR here north of the border, we're still going through some of the same. When it comes to newsprint, provinces at the forefront of the policy movement have revisited the important role it plays in our society and how that may well justify a distinct role from packaging in our recycling systems.

This is an important time for newspapers in British Columbia. Our stewardship plan is nearing a transition phase and we are working with government on a vision for what happens next. This type of process is not without its challenges, but we are buoyed by our shared goals of a thriving professional news media and a successful newsprint recycling system.

We are pleased once again to report an exemplary recovery rate for newsprint in BC through the Recycle BC system. On behalf of News Media Canada I express my gratitude for their continued efforts. I also thank our membership for doing both the critical work of keeping our populace informed, while also working the front lines of recycling promotion and data tracking. Finally, I truly appreciate the commitment of so many British Columbians to support national, local and foreign language print news and look forward to delivering more of the quality journalism you expect in the coming year.

Sincerely,



Jamie Irving,  
Chair of the Board, News Media Canada



## Introduction

News Media Canada's (NMC) current Stewardship Plan was originally approved for a five year term. This has been extended by one year to now expire in December 2022. As such, the process of renewal began some time ago as we move toward the next stage of newsprint stewardship in BC, be that a similar system to the last six years, or something different. We encourage interested parties to monitor our website and subsequent reports, which will provide more information on where we end up.

The format and substance of this report is very much consistent with those previous. You will find information on all the requirements of the Recycling Regulation included, such as our distribution and recovery figures, public communications efforts, and an updated list of all our acting members.

For as long as NMC remains the active entity on newsprint stewardship in British Columbia, we will make all efforts to provide an avenue for publishers to extinguish their obligations and will remain open to any paper that wishes to join. Our Stewardship Plan is one of a very small number approved under Schedule 5 in BC and remains the only one for obligated newspaper producers. Appendix A specifically shows our 2021 list of subscribers. The list is similar to last year, albeit with name changes to certain titles due to mergers of local papers as well as rebranding. *Epoch Times* has dropped off the list this year.

Our collection system via Recycle BC has remained unchanged since our Plan was first approved. They continue to operate a robust collection network of depots and curbside systems throughout the province, all of which allow for the inclusion of our obligated newsprint material. We also continue our system of combined in-kind advertising and cash compensation via the Provincial Government as per the original agreement. As always, we refer readers to the RBC annual reports for further detail on their collection system and new developments over the course of the past year.

NMC continues to act as the foremost trade association for newspapers in Canada. We provide public affairs, marketing, research, and other member services to publishers in BC and across the country. In 2021 NMC welcomed Paul Deegan as our new President and CEO following the departure of our long-time leader John Hinds. Jamie Irving remains Chair of the Board of Directors. As last year, our board currently consists of 16 members including our Chair, who are representatively drawn from across the country and newspaper media landscape.<sup>1</sup> All prior years' Annual Reports as well as our original Stewardship Plan are archived on NMC's website for reference.<sup>2</sup>

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<sup>1</sup> Refer to the current list of directors here: <https://nmc-mic.ca/about-us/board-of-directors/>

<sup>2</sup> These documents can be found at this link: <https://nmc-mic.ca/public-affairs/newspapers-and-recycling/bc-stewardship/>



### Third-Party Audit and Issues with Producer Data

NMC engaged BDO Canada LLP for our 2021 audit, as we have in each of the four years prior. They were employed in February of 2022 and conducted their internal audit work between March 1, 2022 and May 10, 2022. The work was done in accordance with the Institute of Internal Auditors (IIA) Standards.

The format and methodology were consistent with previous audits to provide maximum continuity and ease of comparison. The key metrics and performance indicators are the same, namely, Gross Production Volume, Residential Production Volume, and disaggregated PPP numbers. Each of these metrics is publisher specific. We had 10 report their 2021 data, down from 11 in 2021 due to the loss of *Epoch Times*.

Key elements and methodology were the same as all previous years, with the remote nature of interviews and inquiries due to Covid-19 continuing for 2021 as in 2020. The goal of the audit was to gather the necessary in-scope data, adjust it as appropriate, and ensure the greatest possible accuracy and consistency between publishers.

All non-financial information has certain limitations and imprecision. The nature of the reporting methodology that relied directly on publishers means that internal information was used, which cannot be relied on with as much confidence as third-party verified data. Wherever possible, BDO worked to gather third-party evidence for support, however this was not always available.

BDO begins each of these audits by calculating the “Gross Production Volume” (GPV) for each publisher. This figure represents the total production tonnage for all PPP (paper and otherwise) of all member producers for the year, regardless of whether the material entered the obligated residential stream or not. These figures are therefore always the same or higher than Residential Production Volumes (RPV), which are by nature a subsection of them.

As they have been for each reporting year, BDO worked through a number of errors and omissions with the collection of GPV data. For example, in one case a producer reported only their newsprint volumes and BDO was able to calculate disaggregated volumes through the data provided for the residential tonnage for all PPP categories. In another case some calculation errors were identified and BDO obtained additional evidence to conduct recalculations. There were also a small number of data entry issues resulting in both over and under reporting of copies, as well as some instances of double-counting. All of these were rectified by BDO via adjustments (noted in the tables in the next section). Overall the attention to detail of BDO resulted in a good standard of accuracy, within the unavoidable limitations inherent in this type of exercise.

Our BC-wide data aggregation has historically been complicated by the existence of producers both with and without their own internal printing capabilities. This is a persistent issue that is unlikely to go away. It creates some difficulty in the sense that Gross Production Volumes (GPV) are not reported in the same way for both types of publishers. Those who do their own printing typically use a paper inventory method of calculation, whereas those who use external printers calculate on a copies basis. The result is that the former will inevitably include some paper spoilage, resulting in a relatively higher GPV.

“Residential Production Volume” (RPV) represents the denominator in the Recovery Rate calculation in the next section. It is the share of newspaper produced for residential customers. Although there are some small differences in how this is calculated, the general approach between publishers is as follows:

- Tabulate the total number of copies printed for each publication
- Subtract those copies not discarded through the residential stream such as:
  - Internal copies
  - Copies distributed to commercial and institutional settings like transit, hotels, and office/retail subscriptions
  - Returns
- Take the resulting as the residential total
- Translate those copies into a weight in Metric Tonnes

BDO tested different publishers' data on these calculations and the methods used to calculate weights and found that although not identical in every respect, the approaches and results were reasonable. They were also observed to be highly consistent with the methodologies used in the past. One challenge identified was a lack of awareness across all publishers as to what exactly is included and excluded from the residential stream. Part of this appeared to result from new individuals taking over these tracking responsibilities. NMC will work on improving staff education and consistency in this area. We will also do further work on standardization across publishers, which was identified as another issue.

BDO also looked at the disaggregated volumes of PPP from newspaper producers, including magazines and other bound periodicals, plastic film/laminates, other printed paper, and other packaging. Magazines were significant, the other categories much less so. The plastic and laminates category was again largely film sleeves used to protect newspapers in wet weather. The final table in the next section shows the detailed breakdown of these categories by publisher, with the appropriate adjustments.

## Recovery Rate

The table below shows our recovery record over the past five years. 2021 came in at 84%, slightly lower than previous years but still well above the 75% target. We believe this figure is the most important by which to assess our Stewardship Plan. As always, it is derived by dividing the tonnage of residential newspaper recovered in BC throughout the reporting year, by the Residential Production Volume (RPV) from the BDO audit report.

Annual Recovery Rates	
2017	96%
2018	93%
2019	102%
2020	90%
2021	84%

The 2021 figures are calculated as per the following:

- Residential Production Volume of PPP as per the BDO report: 10,249.73 MT
- Recovered Tonnage Attestation for NMC material from Recycle BC: 8,581 MT
- Recovery Rate:  $8,581 \text{ MT recovered} / 10,249.73 \text{ MT produced} \times 100\% = 84\%$

The same disclaimer as in past reports is important to note here: only the newsprint distributed and reported by our members is included in the numerator. The denominator, however, includes anything collected by Recycle BC, which could include commercial material, out-of-province material, and material from exempt or non-compliant publications. As a result, NMC acknowledges that the recovery rate may be over-estimated due to certain unavoidable data and audit challenges. However, we believe that this discrepancy is slight at most, considering the small influence of these factors relative to the overwhelming majority of obligated newsprint that our members account for in the province.

Consistent with all previous years, the precise data reported by publisher and material is reproduced in the tables on the following two pages.

## 2021 Tonnages

<b>GROSS PRODUCTION VOLUMES (GPV)</b>	<b>Black Press</b>	<b>Glacier Media</b>	<b>Globe and Mail</b>	<b>Postmedia</b>	<b>Sing Tao</b>	<b>Times Colonist</b>	<b>Continental Group</b>	<b>Aberdeen</b>	<b>Ming Pao</b>	<b>Georgia Straight</b>	<b>Total</b>
<b>Reported GPV for 2021</b>	6,268.00	1,992.00	712.04	2,981.24	850.45	1,436.41	214.03	269.86	1,033.74	38.62	15,796.39
<b>Adjustments</b>	(3,157.10)	(460.18)	(100.64)	2.46	-	-	-	0.03	-	-	(3,715.43)
<b>Revised 2021 Estimates</b>	<b>3,110.90</b>	<b>1,531.82</b>	<b>611.40</b>	<b>2,983.70</b>	<b>850.45</b>	<b>1,436.41</b>	<b>214.03</b>	<b>269.89</b>	<b>1,033.74</b>	<b>38.62</b>	<b>12,080.96</b>

<b>RESIDENTIAL PRODUCTION VOLUMES (RPV)</b>	<b>Black Press</b>	<b>Glacier Media</b>	<b>Globe and Mail</b>	<b>Postmedia</b>	<b>Sing Tao</b>	<b>Times Colonist</b>	<b>Continental Group</b>	<b>Aberdeen</b>	<b>Ming Pao</b>	<b>Georgia Straight</b>	<b>Total</b>
<b>Reported RPV for 2021</b>	3,113.27	1,395.78	611.39	2,119.24	525.39	1,390.94	214.03	256.05	592.62	28.73	10,247.44
<b>Adjustments</b>	0.84	0.18	0.01	3.33	-	-	-	(1.27)	(0.80)	-	2.29
<b>Revised 2021 Estimates</b>	<b>3,114.11</b>	<b>1,395.96</b>	<b>611.40</b>	<b>2,122.57</b>	<b>525.39</b>	<b>1,390.94</b>	<b>214.03</b>	<b>254.78</b>	<b>591.82</b>	<b>28.73</b>	<b>10,249.73</b>

<i>CATEGORIES OF PPP</i>	<i>Black Press</i>	<i>Glacier Media</i>	<i>Globe and Mail</i>	<i>Postmedia</i>	<i>Sing Tao</i>	<i>Times Colonist</i>	<i>Continental Group</i>	<i>Aberdeen</i>	<i>Ming Pao</i>	<i>Georgia Straight</i>	<i>Total</i>
<b>I) NEWSPRINT</b>											
<b>Reported in 2021</b>	2,733.50	1,342.07	590.78	2,092.26	383.84	1,366.31	212.90	256.05	395.15	28.73	9,401.59
<b>Adjustments</b>	-	0.19	-	3.33	-	-	-	(1.27)	(0.06)	-	2.19
<b>Revised 2021 Estimates</b>	2,733.50	1,342.26	590.78	2,095.59	383.84	1,366.31	212.90	<b>254.78</b>	395.09	<b>28.73</b>	9,403.78
<b>II) MAGAZINES</b>											
<b>Reported in 2021</b>	-	49.75	17.16	28.98	141.55	15.75	1.13	-	184.39	-	436.71
<b>Adjustments</b>	378.58	-	-	-	-	-	-	0.38	12.36	-	391.32
<b>Revised 2021 Estimates</b>	378.58	49.75	17.16	26.98	141.55	15.75	1.13	<b>0.38</b>	196.75	-	828.03
<b>III) PLASTIC FILM AND LAMINATES</b>											
<b>Reported in 2021</b>	-	3.95	3.24	-	-	5.85	-	-		-	13.04
<b>Adjustments</b>	2.04	(0.01)	-	-	-	-	-	-		-	2.03
<b>Revised 2021 Estimates</b>	2.04	3.94	3.24	-	-	5.85	-	-		-	15.07
<b>IV) OTHER PRINTED PAPER -</b>											
<b>Reported in 2021</b>	378.58	-	0.21	-	-	3.03	-	-	13.09	-	394.91
<b>Adjustments</b>	(378.58)	-	-	-	-	-	-	-	(13.09)	-	(394.67)
<b>Revised 2021 Estimates</b>	-	-	0.21	-	-	3.03	-	-	-	-	3.24
<b>V) OTHER PACKAGING</b>											
<b>Reported in 2021</b>	1.19	-	-	-	-	-	-	-	-	-	1.19
<b>Adjustments</b>	(1.19)	-	-	-	-	-	-	-	-	-	(1.19)
<b>Revised 2021 Estimates</b>	-	-	-	-	-	-	-	-	-	-	-

## Communication and Consumer Awareness

Stewardship Plan members have done an exceptional job of continuously promoting newspaper recycling ever since our Plan was approved. We of course have unique access to advertising space via our publications themselves. When someone is reading one of our papers, they will get a clear and in-the-face reminder of what to do with it when finished, not a small recycling number buried on the bottom of a bottle or under a lid somewhere.

After starting the campaign with a single, rather simple ad, some years ago NMC developed a full suite of much more interesting and effective promotional pieces. They came in many colours and sizes, including both text and purely pictogram forms. This gave our wide variety of titles the flexibility to use whichever worked for them at any given time. This ad campaign has remained very popular with our local papers in particular. The Black Press, Glacier Media, and Aberdeen papers, for example reported using them weekly through every edition in 2021. This means any time someone picked up the *Peachland View* or *New Westminster Record* this past year, they were exposed to ads positively encouraging recycling.

We also had new content created this year that was used by our larger dailies. They utilized some more catchy, colourful, and current pieces featuring blue box and planet earth pictograms. These pieces were published extensively with *The Globe and Mail*, for example, reporting 103 editions throughout 2021 featuring these ads. The *Vancouver Sun* and *Province*, both of Postmedia Network, also ran this set of ads repeatedly. Examples from actual papers are included on the next two pages to give an idea of how they looked when presented to our readers.

A review by BDO as part of their annual audit also look at the Stewardship Plan commitment to “continue ongoing recycling promotion in BC newspapers”. Their audit found that some producers included the promotional pieces in all their publications, with others just in select ones. One experienced a gap from January to March 2021, however this was due to staffing and operational challenges and resumed through the remainder of the year. Overall, their report concluded the Stewardship Plan requirement regarding recycling promotion was well met.



## Most schools in B.C., Alberta remain open despite rising COVID-19 cases

KELLY CRYDERMAN  
PRATYUSH DAYAL CALGARY

Students at Athabasca's three schools were sent home at the beginning of the month and will stay there to do remote learning until at least April 19. The northern Alberta town with a population of 3,000 is grappling with one of the largest school-related outbreaks in the province - with at least 101 infections linked to Edwin Parr Composite School.

And more contagious variant cases have been confirmed at the Grades 7-12 school.

"We were shocked at how quickly this COVID spread at our one school," said Neil O'Shea, the superintendent at the Aspen

View school division.

"Based at the speed at which this travelled, we felt we needed to do something."

But in Alberta and British Columbia, where COVID-19 variant case numbers are rising, the full closing of a school is the exception rather than the norm. The situation in Canada's western-most provinces has so far stood apart from hot spots in other provinces such as Ontario, Quebec and Saskatchewan, where many boards have closed - or are preparing to close - whole districts of schools amid Canada's third wave.

In contrast, chief medical officers in both Alberta and B.C. have indicated that schools are the one of the last places they want to shut down, because of the benefits they provide to students and their families.

"We see cases go up when children are not in school, and that is often because they have unstructured time and children need school. We know it is a safe place for them," B.C. Provincial Health Officer Bonnie Henry said.

But teachers' unions say their members aren't getting the protections they need, or being vaccinated quickly enough. And the debate over what needs to happen is still playing out - with some parents and teachers expressing grave concerns about children continuing to attend full-time, in-person classes.

On Saturday, Alberta Premier Jason Kenney announced an in-school rapid screening test program will expand to 300 more schools but the Alberta Teachers' Association decried the move as too little, too late. ATA president Jason Schilling said it's "mind-boggling" that Alberta teachers are still being excluded from current provincial priority groups for vaccines.

"The government should be looking hard at Scenario 2 in their reopening strategy, which calls for a blend of at-home and in-school learning with reduced class sizes," he said.

COVID-19 case counts in both Alberta and B.C. are high and likely to go higher. The rate of total active cases in Alberta was 310 per 100,000 population as of Sunday, according to federal data - the highest rate in the country. In B.C., the number of cases was 189 per 100,000, not far off from Ontario's rate of 210 per 100,000.

In B.C., broad information about schools is hard to come by, but between March 29 and April 4, the province's Centre for Disease Control said 68 schools had at least one exposure notice issued. Variant cases are leading to hospitalizations in B.C. but schools are still largely open for in-class learning. Last week, Dr. Henry said it will be about one month before a COVID-19 variant known as B.1.1.7 makes up 60 per cent of new cases in B.C.

In Alberta, cohorts or grades typically get sent home for remote learning rather than whole schools. Alberta Education Minister Adriana LaGrange said the province is working closely with Chief Medical Officer of Health Deena Hinshaw, monitoring variant cases, and is addressing school outbreaks on a "case-by-case basis."

But the ATA notes that nearly one-in-five Alberta schools are recording cases, on alert and outbreak status. James Talbot, an Edmonton Zone Medical Staff Association co-chair who is also a professor at the University of Alberta's school of public health, said many doctors are calling for the government to move to first wave-type restrictions, "and that would involve closing schools."

"We're hearing a discussion happen behind-the-scenes about when the correct time to do that is."

In B.C., Dr. Henry has said the highest risks in the city of Surrey, where B.C. is recording the highest transmission rates. But they have implemented new safety plans. And unlike Alberta, B.C. has prioritized teachers among other essential workers for vaccinations.

Still, teachers in Surrey are calling for stronger measures owing to rising variant case numbers, including a mix of remote and in-person learning, mandatory masks for everyone in kindergarten

to Grade 12 and the timeline to vaccinate sped up.

Almost 11,000 school-based staff in Surrey have already been immunized, but Rani Senghara of the Surrey District Parents Advisory Council worries that it might not be enough. She's hearing from many parents who are worried about the spreading variants, and are calling for the closing of schools.

"We're right now with the highest numbers we've ever been," she said. "Just because they got their vaccines, the Surrey school teachers, they're not fully protected."

Teri Mooring, president of the B.C. Teachers' Federation, said the lack of public access to school-based COVID-19 data is adding to the teachers' stress, as they already are "very desperately trying to find ways to get themselves vaccinated."

Parent Lama Alsaafin has received a number of COVID-19 exposure notices for her daughter, 15, studying at Semiahmoo Secondary in Surrey. But any school closing will be difficult for Ms. Alsaafin's son, 13, who is on the autism spectrum and needs both the classroom experience and his teacher's assistant.

"It's a no-win case here. If they're staying at home, they're not doing well in academics. If they're going to school, they're going to be exposed to the risk again."



## Premier defends proposed application fee for FOI requests, cites those coming from opposition parties

VICTORIA

British Columbia's premier is defending a proposed \$25 fee for non-personal freedom-of-information requests despite pushback from groups including one trying to access data on COVID-19 exposures at schools.

John Horgan says there's been an "extraordinary proliferation" of requests from opposition parties, though his own party did the same before it formed government.

However, he says it doesn't make sense to ask a deputy minister who may receive 6,000 e-mails a month to disclose that information monthly, rather than asking for documents that would support certain decisions.

He says voluntary disclosure is the best way forward and that B.C. would not be alone in charging a fee that applicants are expected to pay in other jurisdictions.

Citizen's Services Minister Lisa Beare introduced a bill this week proposing a "modest" charge for anyone filing applications asking for information held by the province.

Ryenta Martins, spokeswoman Safe Schools Coalition BC, says lack of timely and complete

information has prompted volunteers in the parent-run group to file freedom-of-information requests for all 60 school districts starting about a month ago.

However, she says parents shouldn't be required to pay for information on health and safety in public schools, and applicants couldn't afford to pay \$25 for each request for information that is not available on health authorities' websites.

"We're asking for electronic copies of all records of confirmed cases of COVID-19 by school for the requested school districts," she says.

"All they're putting up is the school and the applicable dates, so we don't know if that's 10 cases per school or one case per school. There's no idea really, no picture of what is happening in our education system for cases. And that really is important to families who have other health concerns, who have to be a little more careful or who just don't want to take that risk."

Information and privacy commissioner Michael McEvoy has also criticized the proposed fees, calling them a barrier for those seeking information that should be readily available.

"I am unable to understand how this amendment improves accountability and transparency when it comes to public bodies that operate in a free and democratic society. Nor is it necessary, since [the Freedom of Information and Protection of Privacy Act] already authorizes public bodies to charge access fees, to help defray the costs of responding to requests," he says in a release.

Mr. McEvoy says people want greater accountability from governments and public institutions, and that includes access to information about decisions that affect their lives.



THE CANADIAN PRESS



## Environmental Performance and Market Update

Although down slightly from previous years, NMC remains very proud of our 84% Recovery Rate for 2021. This is well above our required collection target of 75%, and far higher than that achieved by our counterparts in packaging. This is especially the case when it comes to plastics. This 84% and the exemplary figures in past years solidify that newsprint is a top environmental performer among PPP materials under Schedule 5.

Our minimal environmental impact goes beyond just how much gets collected in a truck. Collection eventually transfers to processing, and you'd be challenged to find a material recovery facility that complains about newsprint quality or ease of processing. It is well suited to modern technology such as rotary disk screens and optical sorters, unlike many other materials which cause endless headaches for local processors. And it is consistent and predictable, having not changed at all in decades. This is important because it's easy for residents to recognize and doesn't require processing operations to constantly change their sorting categories and procedures to adapt to an ever-changing stream, a costly and inefficient practice typical of much current PPP.

And newsprint always has a place to go. There is consistent demand for our material, either on its own, or as a mixed residential papers grade. It is not plagued by the demand instability that causes many other materials to pile up because of a change in the market. Favourable prices and recycled content standards continue to ensure that there is demand for recovered newsprint as a substitute for virgin pulp. And with the ability to be recycled over and over multiple times, it is a true circular material.

Newsprint is certainly not immune to all market challenges. The Covid-19 pandemic and more recent economy-wide labour shortages have affected everyone including the recycling sector. Inflation is at record highs, particularly with respect to energy and transportation costs. Clearly, this has a significant impact on program costs and service delivery for recycling, which is heavily reliant on transportation. We hope to see these challenges ease in the coming year, both through reduced dependence on fossil fuels and stabilization of prices and the labour market.

## Looking Forward

This time next year we'll know what the future is going to look like for newsprint stewardship in BC. A number of important factors will determine where we end up. As one of the only materials in the PPP category whose volumes are decreasing, newsprint is unique. As one of the only materials in the PPP category that is a product rather than packaging, newsprint is unique. And as the only material that delivers a critical social and democratic good, newsprint is unique.

Recently, the province of Ontario acknowledged this unique nature and role of newsprint in granting it an exemption to the stewardship regulation there. We hope this option will receive similar consideration here in BC as the future vision is being crafted. There are a variety of options available to move forward, including the current model, the aforementioned exemption, and other new ideas not tried before. News Media Canada has presented several possible approaches and looks forward to working through them with the BC Government and stakeholders to achieve the best possible outcome.

## Conclusion

2021 marks five consecutive years of the News Media Canada BC Stewardship Plan meeting and exceeding its recovery goals. Newspaper started as the most recovered material in the first curbside recycling programs in this province. Fast forward three decades and newsprint remains one of, if not the most recycled materials in the mix. And this shows no sign of stopping. Each and every year newsprint has achieved exceptional recovery rates, far outperforming plastics and packaging. Providing a critical good to British Columbias – reliable information on what’s going on in the world around them – and being able to do so with limited impact on the environment, brings great pride to every one of our member stewards. On behalf of News Media Canada, thanks to everyone who has helped make the last five years such a success.

## Appendix A – List of Current Members and Publications as of 2021 Annual Report

The list below shows all current Stewardship Plan members. The specific publications are listed under each company name; only those that print on paper are listed, with online-only titles omitted. As compared to last year, there are a few minor title changes. As well, please note *Epoch Times* (Epoch Times Western Canada Society), is no longer a subscriber to our plan as of 2021 and as a result no longer appears on this list.

- Postmedia Network Inc.
  - Vancouver Sun
  - Province
  - National Post
- The Globe and Mail Inc.
  - Globe and Mail
- Black Press Group Ltd
  - 100 Mile House Free Press
  - Abbotsford News
  - Agassiz-Harrison Observer
  - Alberni Valley News
  - Aldergrove Star
  - Ashcroft-Cache Creek Journal
  - Barriere Star Journal
  - Bella Coola Coast Mountain News
  - Boulevard – Okanagan
  - Boulevard Chinese Edition
  - Boulevard Mid-Island
  - Boulevard Vancouver Edition
  - Boulevard Victoria
  - Boundary Creek Times
  - Burns Lake / Lakes District News
  - Campbell River Mirror
  - Canadian Grapes to Wine
  - Castlegar News
  - Chemainus Valley Courier
  - Chilliwack Progress
  - Clearwater Times
  - Cloverdale Reporter
  - Courtenay / Comox Valley Record
  - Cranbrook Daily Townsman
  - Cranbrook Kootenay News Advertiser
  - Creston Valley Advance
  - Duncan Cowichan Valley Citizen
  - Fernie Free Press
  - Fort St. James Caledonia Courier
  - Golden Star

- Goldstream News Gazette
- Grand Forks Gazette
- Gulf Island Driftwood
- Haida Gwaii Observer
- Hope Standard
- Houston Today
- Indulge (Chinese/English)
- Indulge Magazine
- Invermere, The Valley Echo
- Kelowna Capital News
- Keremeos, The Review
- Kimberly Daily Bulletin
- Kitimat, Northern Sentinel
- Kootenay Extra
- Ladysmith-Chemainus Chronicle
- Lake Cowichan Gazette
- Langley Advance Times
- Maple Ridge-Pitt Meadows News
- Mission City Record
- Monday Magazine
- N2K Magazine
- Nakusp, Arrow Lakes News
- Nanaimo News Bulletin
- Nelson Star
- North Delta Reporter
- Northern Connector
- Oak Bay News
- Parksville/Qualicum Beach News
- Peace Arch News, White Rock/South Surrey
- Penticton Western News
- Port Hardy, North Island Gazette
- Prince Rupert, The Northern View
- Princeton, The Similkameen Spotlight
- Quesnel, Cariboo Observer
- Real Estate Victoria
- Real Estate Weekly Abbotsford
- Real Estate Weekly Langley
- Real Estate Weekly Surrey
- Revelstoke Times Review
- Rossland News
- Saanich News
- Salmon Arm Observer
- Salmon Arm, Shuswap Market News
- Sicamous, Eagle Valley News
- Sidney, Peninsula News Review
- Smithers, Interior News
- Sooke News Mirror
- Summerland Review



- Surrey Now Leader
- Terrace Standard
- Tofino-Ucuelet Westerly News
- Trail Daily Times
- Vancouver Island Free Daily
- Vanderhoof, Omineca Express
- Vernon, Morning Star
- Victoria News
- Williams Lake Advisor
- Williams Lake Tribune
- Wine Trails
- Winfield, Lake County Calendar
- Glacier Media Inc.
  - Alaska Highway News
  - Bowen Island Undercurrent
  - Burnaby Now
  - Business in Vancouver
  - Coast Reporter
  - Delta Optimist
  - New Westminster Record
  - North Shore News
  - Northern Horizon
  - Powell River Peak
  - Prince George Citizen
  - Real Estate Weekly
  - Richmond News
  - Squamish Chief
  - The Dawson Creek Mirror
  - Tri-City News
  - Vancouver is Awesome
  - Western Investor
  - Whistler Pique
- Sing Tao Newspapers (Canada 1988) Ltd.
  - Canadian City Post
  - Sing Tao Daily
  - Sing Tao Etel Directory
  - Sing Tao Real Estate Guide
  - Sing Tao Weekly Magazine
- Continental Newspapers Ltd.
  - Okanagan Advertiser
  - The Daily Courier, aka Kelowna Daily Courier
  - The Okanagan Saturday
  - The Penticton Herald
  - Westside Weekly

- Aberdeen Publications Ltd. Partnership
  - Columbia Valley Pioneer
  - Kamloops This Week
  - Merritt Herald
  - Peachland View
  - The Local
  - Times Chronicle
- TC Publications Ltd. Partnership
  - Victoria Times Colonist
- Ming Pao Newspaper (Canada) Ltd.
  - Canadian Chinese Express
  - Healthy Living Weekly
  - Ming Pao Daily News
  - Ming Pao Gourmet Supplement
  - Ming Pao Property Gold Pages
  - Ming Pao Saturday Supplement
  - Ming Pao Sunday Supplement
- Vancouver Free Press Publishing Corp.
  - The Georgia Straight



**News Media Canada**  
**Médias d'Info Canada**  
nmc-mic.ca

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – September 8, 2022

**AUTHOR:** Nick Copes, Planner 1

**SUBJECT:** Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road)  
Consideration of First, Second and Third Readings with Conditional Adoption

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### RECOMMENDATIONS

1. **THAT** the report titled Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road) Consideration of First, Second and Third Readings with Conditional Adoption be received for information;
  2. **AND THAT** Zoning Amendment No. 310.195, 2022 be given First, Second and Third Readings;
  3. **AND FURTHER THAT** prior to adoption of Zoning Amendment Bylaw No. 310.195, 2022, the following conditions be met:
    - Approval by the Ministry of Transportation and Infrastructure pursuant to Section 52 of the Transportation Act;
    - Registration of a Section 219 Restrictive Covenant to ensure adequate future land dedication for a Hough Road Trail connection.
- 

### BACKGROUND

On July 28, 2022 the SCRD Board adopted Resolution 194/22 as follows:

**Recommendation No. 4** *Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road)*

THAT the report titled Zoning Amendment Bylaw No. 310.195, 2022 (562 Veterans Road) – Consideration of First, Second and Third Readings and Adoption be received for information;

AND THAT Zoning Amendment Bylaw No. 310.195, 2022 be forwarded to the Board for First, Second and Third Readings and Adoption;

AND FURTHER THAT prior to adoption of Zoning Amendment Bylaw No. 310.195, 2022 the following conditions be met:

- Notification in accordance with Section 467 of the Local Government Act;
- Approval by the Ministry of Transportation and Infrastructure pursuant to Section 52 of the Transportation Act;
- Registration of a Section 219 Restrictive Covenant to ensure adequate future land dedication for a possible Hough Road Trail connection.

## **DISCUSSION**

A report on Bylaw 310.195 was brought to the July 21, 2022 Electoral Area Services Committee, after the application had gone through a preliminary public consultation and Advisory Planning Commission referral. At the July 28, 2022 Board meeting, the SCRD Board recommended First, Second and Third Readings and adoption, subject to conditions. As the notification requirements have been completed, the bylaw can now receive First, Second and Third Readings.

The bylaw will be brought back for adoption after the additional conditions have been met, including approval from the Ministry of Transportation and Infrastructure and registration of a covenant.

### Waiving of Public Hearing

In accordance with Section 464 (2) of the *Local Government Act*, a local government is not required to hold a public hearing on a proposed zoning bylaw if an official community plan is in effect for the area that is the subject of the zoning bylaw, and the bylaw is consistent with the official community plan. Based on analysis of the application in the previous staff report (July 21, 2022), the proposed zoning amendment bylaw is consistent with the Elphinstone OCP. Therefore, staff recommend waiving the public hearing to consider the bylaw.

Notification is required when a public hearing is not held in accordance with Section 467 of the *Local Government Act*. The notice was mailed to neighbouring properties owners and published in the Coast Reporter on August 26<sup>th</sup> and September 2<sup>nd</sup>.

It is recommended that the bylaw receive First, Second and Third Readings, and be brought forward for adoption after all conditions have been met, including approval from the Ministry of Transportation and Infrastructure and the registration of a covenant for future land dedication.

## **STRATEGIC PLAN AND RELATED POLICIES**

The zoning bylaw amendment process supports the SCRD's strategy for engagement and collaboration.

## **CONCLUSION**

Bylaw 310.195 has gone through public consultation and Advisory Planning Commission referral with comments having already been considered by the Board. As the bylaw is consistent with the Elphinstone Official Community Plan, a public hearing was not held, and notification has been completed. Staff recommend First, Second and Third readings of the bylaw and adoption upon fulfillment of the recommended conditions.

**ATTACHMENTS**

Attachment A – Zoning Amendment Bylaw No. 310.195, 2022

Reviewed by:			
Manager	X – J. Jackson	CFO/Finance	
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Solid Waste	



**SUNSHINE COAST REGIONAL DISTRICT  
BYLAW NO. 310.195**

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987*.

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The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

**PART A – CITATION**

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.195, 2022*.

**PART B – AMENDMENT**

2. *Sunshine Coast Regional District Zoning Bylaw No. 310, 1987* is hereby amended as follows:

*Schedule B* is amended by changing Subdivision District F to Subdivision District D for Lot 13 North East ¼ of District Lot 908 Plan 9768 (PID 009-477-373).

**PART C – ADOPTION**

READ A FIRST TIME this 8<sup>TH</sup> DAY OF SEPTEMBER , 2022

READ A SECOND TIME this 8<sup>TH</sup> DAY OF SEPTEMBER , 2022

READ A THIRD TIME this 8<sup>TH</sup> DAY OF SEPTEMBER , 2022

APPROVED PURSUANT TO SECTION 52 OF  
THE *TRANSPORTATION ACT* this ##### DAY OF, YEAR

ADOPTED this ##### DAY OF MONTH , YEAR

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Corporate Officer

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Chair

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Regular Board – September 8, 2022

**AUTHOR:** Remko Rosenboom, General Manager, Infrastructure Services

**SUBJECT: SCRD SUBDIVISION SERVICING BYLAW NO. 320 AMENDMENTS**

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### RECOMMENDATIONS

**THAT the report titled SCRD Subdivision Servicing Bylaw No. 320 Amendments be received for information;**

**AND THAT the Board proceed with readings and adoption of amendment bylaw 320.17.**

---

### BACKGROUND

*Sunshine Coast Regional District (SCRD) Subdivision Servicing Bylaw No. 320, 1987* (Bylaw 320) regulates and sets out requirements for construction approvals and ownership of community sewer systems. At the July 28, 2022 Board meeting, the SCRD Board provided staff direction to “remove the requirement that ownership of community sewer systems greater than 22.7m<sup>3</sup>/day be automatically taken over by the SCRD and instead require that ownership transfer to the SCRD of community sewer systems designed to accommodate over 22.7m<sup>3</sup>/day of effluent be decided by the SCRD Board on a case-by-case basis” (res. 194/22).

### DISCUSSION

Upon review of Bylaw 320, it was determined that the takeover of all community sewer systems greater than 22.7m<sup>3</sup>/day increases financial and regulatory risk to the SCRD. Staff recommended updating requirements in Bylaw 320 to allow the SCRD to decide on each takeover through an application process that will be developed by staff.

### CONCLUSION

Staff recommend amendment bylaw 320.17 be given three readings and be adopted.

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

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW NO. 320.17

#### A bylaw to amend Sunshine Coast Regional District Subdivision Servicing Bylaw No. 320, 1987

---

The Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as *Sunshine Coast Regional District Subdivision Servicing Amendment Bylaw No. 320.17, 2022*.
2. *Sunshine Coast Regional District Subdivision Servicing Bylaw No. 320, 1987* is hereby amended as follows:
  - a) Delete Section 301, subsection 3 Community Sewer System in its entirety and replace with the revised subsection 3 as follows:
    3. Community Sewer System
      - 3.1 Each community sewer system shall be designed and constructed in compliance with the standards of the Regional District, Schedule 'B' of this bylaw, and in compliance with the *Environmental Management Act* and *Health Act* and regulations pursuant to both acts.
      - 3.2 The Regional District reserves the right to acquire any existing or newly constructed community sewer system under this bylaw that has been designed, constructed and maintained to the standards of the Regional District, for which the relevant plans to ensure a sustainable service delivery have been approved by the SCRD, and that meet the terms of the agreement set out in Schedule "C."
      - 3.3 Where a community sewer is to be acquired by the Regional District, every community sewer system design shall be submitted to the Regional District for approval prior to the commencement of construction as required by this bylaw.
      - 3.4 Where the community sewer system will be constructed after final approval of a subdivision or issuance of a building permit for a non-single family building, a servicing agreement shall be entered into as set out under Schedule "B" and shall, notwithstanding Schedule "B," have a security submitted by the developer that:
        - a) is an automatically renewing, irrevocable letter of credit with a Canadian financial institution; and
        - b) be based upon a cost estimate for the community sewage system prepared by the registered professional engineer (P.Eng.) of record for the design of the system to the satisfaction of the Regional District, and that includes a 10% contingency, 4% inflation and applicable GST.

- 3.5 Construction shall be carried out under periodic inspection by Regional District staff and supervision of the registered professional engineer (P. Eng.) of record prior to acceptance of substantial completion of the community sewer system by the Regional District.
- 3.6 Notwithstanding Schedule "B", regardless of whether a servicing agreement is entered into under Section 3.4, twenty (20) percent of value of community sewer system as determined under Section 3.4 will be held until the end of a two (2) year maintenance period, commencing at the date of acceptance of substantial completion, and until such time that a written final inspection of the sewer system has been made by professional engineer of record to the satisfaction of the Regional District and the system has been inspected to the satisfaction of the Regional District.

READ A FIRST TIME	this	8 <sup>th</sup>	day of	September, 2022
READ A SECOND TIME	this	8 <sup>th</sup>	day of	September, 2022
READ A THIRD TIME	this	8 <sup>th</sup>	day of	September, 2022
ADOPTED	this	8 <sup>th</sup>	day of	September, 2022

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CORPORATE OFFICER

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CHAIR

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Regular Board – September 8, 2022

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** MUNICIPAL TICKET INFORMATION SYSTEM BYLAW AND BYLAW NOTICE  
ENFORCEMENT BYLAW AMENDMENTS

---

### RECOMMENDATIONS

**THAT the Municipal Ticket Information System Bylaw and Bylaw Notice Enforcement Bylaw Amendments report be received for information;**

**AND THAT the Board proceed with readings and adoption of amendment Bylaws 558.11 and 638.12.**

---

### BACKGROUND

*Sunshine Coast Regional District Kennel Regulation Bylaw No. 554, 2006* sets out provisions to regulate or prohibit kennels or other places for the keeping, training, care, breeding, treatment, hospitalization or boarding of dogs. Violation of any provision of the bylaw, is a ticketable offence per established fine schedules set out in the Municipal Ticket Information System Bylaw and the Bylaw Notice Enforcement Bylaw.

### DISCUSSION

A recent review of the fine schedules in the Municipal Ticket Information System Bylaw and the Bylaw Notice Enforcement Bylaw revealed that several section references to the Kennel Regulation bylaw need to be updated so they align with the corresponding provisions set out in the Kennel Regulation bylaw.

### CONCLUSION

Staff recommend amendment Bylaws 558.11 and 638.12 be given three readings and be adopted to bring the fine schedules into alignment with the corresponding provisions set out in the Kennel Regulation Bylaw.

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

## SUNSHINE COAST REGIONAL DISTRICT

### BYLAW NO. 558.11

#### **A bylaw to amend Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006**

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The Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.11, 2022*.
2. *Sunshine Coast Regional District Municipal Ticket Information System Bylaw No. 558, 2006* is hereby amended as follows:
  - a) Delete Schedule 11 in its entirety and replace with the revised Schedule 11 as attached hereto.

READ A FIRST TIME	this	8 <sup>th</sup>	day of	September, 2022
READ A SECOND TIME	this	8 <sup>th</sup>	day of	September, 2022
READ A THIRD TIME	this	8 <sup>th</sup>	day of	September, 2022
ADOPTED	this	8 <sup>th</sup>	day of	September, 2022

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CORPORATE OFFICER

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CHAIR



**SUNSHINE COAST REGIONAL DISTRICT**

**SCHEDULE 11**

Attached to and Forming Part of Bylaw No 558, 2006.

**Offence and Fine Schedule**

**“SCRD Kennel Regulation Bylaw No. 554, 2006”**

<b>OFFENCE</b>	<b>SECTION</b>	<b>FINE</b>
Improper Caring of Dog	4(a)(c)(d)(e)	100.00
Unsanitary Conditions	4(b)(f)	100.00
Unattended Dog	4(g)	100.00
Noisy Dog/Dogs	4(h)	100.00
Improper Disposal of Excrement	5	100.00
No Adult Present	8	100.00

# SUNSHINE COAST REGIONAL DISTRICT

## BYLAW NO. 638.12

### **A bylaw to amend *Sunshine Coast Regional District Bylaw Notice Enforcement Bylaw No. 638***

The Board of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

#### **1. Citation**

This Bylaw may be cited as *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.12, 2022*.

#### **2. Amendment**

*Sunshine Coast Regional District Bylaw Notice Enforcement Bylaw No. 638, 2011* is hereby amended as follows:

- a. Replace the table of “Designated Bylaw Contraventions and Penalties” for SCRD Kennel Regulation Bylaw No. 554, 2006, contained in Schedule “A” with the revised table as follows:

Bylaw	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
SCRD Kennel Regulation Bylaw No. 554, 2006	4(a)(c)(d) (e)	Improper Care of Dog	\$100	\$90	\$110	Yes
	4(b)(f)	Unsanitary Conditions	\$100	\$90	\$110	Yes
	4(g)	Unattended Dog	\$100	\$90	\$110	Yes
	4(h)	Noisy Dog(s)	\$100	\$90	\$110	Yes
	5	Improper Disposal of Excrement	\$100	\$90	\$110	Yes
	8	No Adult Present	\$100	\$90	\$110	Yes

READ A FIRST TIME                      this    8<sup>th</sup>       day of            September, 2022

READ A SECOND TIME                      this    8<sup>th</sup>       day of            September, 2022

READ A THIRD TIME                      this    8<sup>th</sup>       day of            September, 2022

ADOPTED                                      this    8<sup>th</sup>       day of            September, 2022

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR