



SUNSHINE COAST REGIONAL DISTRICT



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

THURSDAY, MAY 11, 2023

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of April 27, 2023

Annex A
Pages 4 – 14

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Committee of the Whole recommendation Nos.1-7 and 11-14 of April 27, 2023 (*recommendation Nos. 8-10 previously adopted*) Annex B
pp 15 - 19
4. Special Electoral Area Services Committee recommendation Nos. 1-2 of May 4, 2023 Annex C
pp 20 - 21
5. Request For Proposal (RFP) 2235016 Contract Award - Drywall Remediation Services At New West Gypsum – Manager, Solid Waste Services Annex D
pp 22 - 24
6. Engineering Services for Upgrades To McNeill, Chapman and Edwards Lake Dams - Contract Amendment No. 2 – Manager, Capital Projects Annex E
pp 25 - 28
7. 1911601 Landscaping and Lawncare Services – Contract Extension – Purchasing and Risk Officer Annex F
pp 29 - 30

COMMUNICATIONS

8. Doug Kelly, Director, Ministry of Forests, Forest Tenures Branch, dated March 14, 2023 Annex G
pp 31 - 39
Regarding Interfor Corporation's Tenure Dispositions in Coastal British Columbia
9. Silas White, Mayor, Town of Gibsons, dated March 15, 2023 Annex H
p 40
Regarding Gas Tax

- | | | |
|-----|--|-----------------------|
| 10. | <u>Silas White, Mayor, Town of Gibsons, dated March 27, 2023</u>
Regarding Free Student Transit | Annex I
p 41 |
| 11. | <u>Skwxwú7mesh Úxwumixw Squamish Nation, News Release, dated March 29, 2023</u>
Regarding Creating Sustainable and Shared Prosperity for Future Generations | Annex J
pp 42 - 52 |
| 12. | <u>George Harvie, Chair, Metro Vancouver Board, dated March 30, 2023</u>
Regarding Vision and Guiding Principles Engagement: Metro Vancouver’s Solid Waste Management Plan Update | Annex K
pp 53 - 54 |

MOTIONS

BYLAWS

DIRECTORS’ REPORTS

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “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”.

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to May 27, 2023)

Committee of the Whole - open public meeting commences at 10:30 am	May 11 at 9:30 am
Regular Board	May 11 at 1:30 pm
Advisory Planning Commission (Area D)	May 15 at 7:00 pm
Electoral Area Services Committee	May 18 at 9:30 am
Advisory Planning Commission (Area B)	May 23 at 7:00 pm
Advisory Planning Commission (Area F)	May 23 at 7:00 pm
Advisory Planning Commission (Area E)	May 24 at 7:00 pm
Regular Board	May 25 at 4:00 pm

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

Intergovernmental Water Summit 3	May 25 at 9:00 am
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Please note: Meeting dates are current as of print date (May 5, 2023).



SUNSHINE COAST REGIONAL DISTRICT

April 27, 2023

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

PRESENT:	Chair	Electoral Area A	L. Lee
	Directors	Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	J. Henderson
		District of Sechelt	A. Toth
		Town of Gibsons	S. White
ALSO PRESENT:	Chief Administrative Officer		D. McKinley (in part)
	Corporate Officer		S. Reid
	GM, Corporate Services		T. Perreault
	GM, Community Services		S. Gagnon
	GM, Infrastructure Services (Acting)		M. Brown (in part)
	GM, Planning and Development		I. Hall
	Manager, Strategic Initiatives		M. Edbrooke (in part)
	Chief Building Official		B. Kennett (in part)
	Manager, Legislative Services / Recorder		J. Hill
	Electoral Area A, Alternate Director		C. Alexander
	Media		1
	Public		11

**Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.*

CALL TO ORDER 2:00 p.m.

AGENDA It was moved and seconded

095/23 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes It was moved and seconded

096/23 THAT the Regular Board meeting minutes of April 6, 2023 be adopted.

CARRIED

Minutes **It was moved and seconded**

097/23 THAT the Special Board meeting minutes of April 20, 2023 be adopted.

CARRIED

REPORTS

COW **It was moved and seconded**

098/23 THAT Committee of the Whole recommendation Nos. 1-6 of April 6, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *Chapman Water System Water Supply Scenarios*

THAT the report titled Chapman Water System Water Supply Scenarios be received for information.

Recommendation No. 2 *Sunshine Coast Regional District Water Supply*

THAT the report titled Sunshine Coast Regional District Water Supply be received for information.

Recommendation No. 3 *Solid Waste Management Plan Update*

THAT the report titled Solid Waste Management Plan Update be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) begin the process of updating the Solid Waste Management Plan for the regional district (including the Town of Gibsons, District of Sechelt and shíshálh Nation Government District);

AND THAT public notification of the SCRD's intention to amend the Solid Waste Management Plan and begin a process of consultation on proposed Plan amendments be provided;

AND FURTHER THAT notification of the project initiation be provided to the District of Sechelt, Town of Gibsons, shíshálh Nation Government District, Skwxú7mesh Úxwumixw, and the Ministry of Environment and Climate Change Strategy.

Recommendation No. 4 *Code of Conduct Policy*

THAT the report titled Code of Conduct Policy be received for information;

AND THAT the Code of Conduct Policy be adopted as amended as follows:

098/23 cont.

- in section 4.2.2 insert: “the opinion and needs of the *electoral area or municipality and the region as a whole* in all decision-making...”.

Recommendation No. 5 *Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) Minutes of February 28, 2023*

THAT the Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) meeting minutes of February 28, 2023, be received for information.

Recommendation No. 6 *Water Supply Advisory Committee (WASAC) Minutes of March 6, 2023*

THAT the Water Supply Advisory Committee (WASAC) meeting minutes of March 6, 2023, be received for information.

CARRIED

EAS

It was moved and seconded

099/23

THAT Electoral Area Services Committee recommendation Nos. 1-11 of April 20, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *Development Variance Permit DVP00084 (12820 Alexander Road)*

THAT the report titled Development Variance Permit DVP00084 (12820 Alexander Road) be received for information;

AND THAT Development Variance Permit DVP00084 (12820 Alexander Road) be approved.

Recommendation No. 2 *Agricultural Land Commission Application 66833 (SCRD ALR00023)*

THAT the report titled Agricultural Land Commission Referral Application 66833 (SCRD ALR00023) be received for information;

AND THAT Agricultural Land Commission Application 66833 for Non-Farm Use be forwarded to the Agricultural Land Commission for review of decision with the following comments:

- SCR D supports a recommendation to the Agricultural Land Commission that the Home Plate Covenant be removed for Application 66833 (SCR D ALR00023) at 2005 Port Mellon Highway.

Recommendation No. 3 *Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update*

THAT the report titled Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update be received for information;

099/23 cont.

AND THAT staff bring forward a report prior to the end of Q2 outlining next steps, resources, and budget required to expedite moving the Dan Bosch / Katherine Lake Park project forward.

Recommendation No. 4 *RFP 2334501 Float Replacement Keats Landing Port Award Report*

THAT the report titled RFP 2334501 Float Replacement Keats Landing Port Award Report be received for information;

AND THAT the contract for the Float Replacement Keats Landing Port be awarded to Blue Water Systems Ltd (Proposal A) in the amount of up to \$190,000 (excluding GST);

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

Recommendation No. 5 *Egmont/Pender Harbour APC Meeting Minutes of March 29, 2023*

THAT the Egmont/Pender Harbour Advisory Planning Commission meeting minutes of March 29, 2023 be received for information.

Recommendation No. 6 *Halfmoon Bay APC Meeting Minutes of March 28, 2023*

THAT the Halfmoon Bay Advisory Planning Commission meeting minutes of March 28, 2023 be received for information.

Recommendation No. 7 *Roberts Creek APC Meeting Minutes of March 20, 2023*

THAT the Roberts Creek Advisory Planning Commission meeting minutes of March 20, 2023 be received for information.

Recommendation No. 8 *West Howe Sound APC Meeting Minutes of March 28, 2023*

THAT the West Howe Sound Advisory Planning Commission meeting minutes of March 28, 2023 be received for information.

Recommendation No. 9 *Elphinstone APC Meeting Minutes of March 29, 2023*

THAT the Elphinstone Advisory Planning Commission meeting minutes of March 29, 2023 be received for information.

Recommendation No. 10 *Advisory Planning Commission Development Plan*

THAT staff prepare an Advisory Planning Commission (APC) Development Plan for 2023 that includes:

099/23 cont.

- Training and advice on minute taking and developing effective recommendations to maximize the impact of volunteers' work;
- A review of support to recording secretaries;
- Consultation on the results of the Development Approvals Process Review, with an opportunity to look at subdivision process;
- Consultation on priorities for the planned OCP renewal project;

AND THAT the APC Development Plan be communicated with all APCs at an upcoming meeting.

Recommendation No. 11 *Átl'ka7tsem/Howe Sound Community Forum*

THAT a letter be written to Átl'ka7tsem/Howe Sound Community Forum to state the SCRDS intention to continue to collaborate and participate in the Howe Sound Regional Biosphere Initiative and Forum.

CARRIED

Finance

It was moved and seconded

100/23

THAT Finance Committee recommendation Nos. 1-4 of April 20, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *2022 Audit Findings Report and Statement of Financial Information – MNP LLP*

THAT the presentation titled SCRDS – 2022 Statement of Financial Information and report titled Sunshine Coast Regional District (SCRDS) 2022 Audit Findings Report and Statement of Financial Information, and the following documents be received for information;

- 2022 Audit Findings – Report to the Board of Directors;
- Draft Independent Auditor's Report - SCRDS;
- Draft Independent Auditor's Report – Foreshore Leases (Hillside);
- Audit Management Letter from MNP LLP;
- 2022 Statement of Financial Information (including the SCRDS 2022 Draft Audited Financial Statements Year Ended December 31, 2022);

AND THAT the 2022 Draft Audited Financial Statements and Statement of Financial Information for Year Ended December 31, 2022 be approved as presented.

100/23 cont.

Recommendation No. 2 *Community Benefits and Amenities Contribution Funds*

THAT the report titled Community Benefits and Amenities Contribution Funds be received for information;

AND THAT the 2019 and 2020 contributions from Box Canyon Hydro (\$20,000) be moved from General Government Operating Reserves to the appropriated surplus designated from amenity contributions.

Recommendation No. 3 *Reserves and Holding Funds*

THAT the report titled Status of Reserves and Holding Funds as at March 31, 2023 be received for information.

Recommendation No. 4 *Canada Community Building Fund Update*

THAT the report titled Canada Community Building Fund – Community Works Fund Update be received for information.

CARRIED

COW

It was moved and seconded

101/23

THAT Committee of the Whole recommendation Nos. 8-10 of April 27, 2023 be received, adopted and acted upon as follows:

Recommendation No. 8 *Square Bay Wastewater Collection System Upgrade Planning Study – Approval of Infrastructure Planning Grant*

THAT the report titled Square Bay Wastewater Collection System Upgrade Planning Study – Approval of Infrastructure Planning Grant be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) accept the Infrastructure Planning Grant Program (IPGP) grant for the Square Bay Wastewater Collection System Upgrade Planning Study project for \$10,000;

AND THAT the delegated authorities be authorized to execute the Shared Cost Agreement and accept the Terms of Conditions of the Grant Agreement;

AND THAT the Square Bay Wastewater Collection System Upgrade Planning project be included in the [387] Square Bay Wastewater Service Area 2023 Budget in the amount of \$15,000;

AND THAT the project be funded from the IPGP grant funding of \$10,000, and \$5,000 from operating reserves;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

101/23 cont.

Recommendation No. 9 *Reconstruction Aquatic Centre Fire Sprinkler System Award (Request for Proposal 2361301)*

THAT the report titled Reconstruction Aquatic Centre Fire Sprinkler System Award (Request for Proposal 2361301) be received for information;

AND THAT a contract for reconstruction of the fire sprinkler system at Sechelt Aquatic Centre be awarded to Community Fire Prevention A Division of Onyx-Fire for a value not to exceed \$727,800 (before GST);

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

Recommendation No. 10 *Community Resiliency Investment Program – Approval of 2023 FireSmart Community Funding and Supports Grant*

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

AND THAT the Sunshine Coast Regional District (SCRD) accepts the Community Resiliency Investment Program grant for 2023 FireSmart Community Funding and Supports valued at \$746,345 and the SCRД will provide overall grant management;

AND THAT the delegated authorities be authorized to execute the Approval Agreement and accept the Terms and Conditions;

AND THAT the 2023 FireSmart Community Funding and Support project, including up to 4.5 full-time equivalent staff (temporary grant funded) positions, be incorporated into the Sunshine Coast Emergency Planning function [222];

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

CARRIED

Notice on Title

It was moved and seconded

102/23

THAT the report titled Placement of Notice on Title be received for information;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 38, Block A, District Lot 1017, Plan VAP10306, PID 009-415-025, Folio 746.01695.000.

CARRIED

Notice on Title **It was moved and seconded**

103/23 THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 2, Block 1, District Lot 902, Plan VAP4919, PID 008-301-671, Folio 746.01068.100.

CARRIED

AAP **It was moved and seconded**

104/23 THAT the report titled Community Recreation Roof Renewal and Halfmoon Bay Fire Protection Rescue Apparatus Replacement Alternative Approval Process be received for information;

AND THAT an Alternative Approval Process be conducted with respect to the elector approval required for Loan Authorization Bylaw Nos. 741 and 742 and participating area approval be obtained for their entire proposed service areas as follows:

- a. the total number of eligible electors to which the Alternative Approval Process applies is determined to be:
 - i. 24,086 within the Community Recreation Facilities service area for which a 10% threshold = 2,408 (Bylaw No. 741)
 - ii. 2,349 within the Halfmoon Bay Fire Protection service area (a portion of Electoral Area B) for which a 10% threshold = 234 (Bylaw No. 742)

AND THAT with respect to Bylaw Nos. 741 and 742, the Elector Response Forms be established and approved as presented;

AND THAT the deadline for receiving elector responses be July 17, 2023 at 4:30 pm, following the 30-day statutory elector response period;

AND THAT Notice for each bylaw be published in accordance with section 86(2) of the *Community Charter* in the Coast Reporter newspaper as well as additional notice provided via the SCR D website;

AND FURTHER THAT elector response forms may be accepted in any one of the following ways:

- a. Delivered in person at the SCR D Administration Office at 1975 Field Road, Sechelt, BC during regular office hours (Monday to Friday, 8:30 am to 4:30 pm, excluding statutory holidays) or after hours if deposited into the overnight mail drop slot in the entrance on the east side of the SCR D Administration Office building
- b. By mail to Sunshine Coast Regional District, 1975 Field Road, Sechelt, BC V7Z 0A8

- 104/23 cont. c. By emailing a legible scanned copy to: legislative@scrd.ca with the subject heading: Elector Response Form.

Director Henderson opposed

CARRIED

CAO Report **It was moved and seconded**

- 105/23 THAT the April 27, 2023 verbal report from the Office of the CAO be received for information.

CARRIED

MOTIONS

The Board recessed at 3:15 p.m. and reconvened at 3:29 p.m.

Motion for which notice has been given as amended:

Chapman System
Water Supply

It was moved and seconded

- 106/23 *THAT staff provide public updates to the Board regarding water supply and conservation on a monthly basis and consider each point in the notice of motion to the Board of April 27, 2023, as follows:*

- Not later than May 15, 2023, an updated report on Chapman System Water Supply Scenarios providing additional information and detailing the projections for water supply for 2023 based on at least the following scenarios:
 - Weather conditions similar to 2021;
 - Weather conditions similar to 2022;
 - Accounting for the Church Road being available on July 1 and operating at 3,000m³/day;
 - Assuming no saving in water use from the installation of water meters in Sechelt (on the basis that the bulk of the meters will not be installed until sometime in 2024 or later);
 - And that staff explicitly outline their contingency plans in the event that the Chapman / Edwards Lake water supply is exhausted;
- The report detail to include, for 2021 and 2022:
 - A time chart showing the potable and EFN water use per day;

106/23 cont.

- A chart showing the dates of different water restriction Stages and the State of Emergency, both as they happened previously and then again with the addition of Church Road;
- Per the Water Sourcing Policy, a list of which water sources were enacted at which stage, and how much they supplied (average m³/day for the period), as they happened and then again assuming the addition of Church Road well at 3,000m³;
- Per the Water Sourcing Policy, how much additional water – over and above the 3,000m³/day of Church Rd, would have been needed to stay within Stage 2 for the 2021 and 2022 seasons.

Director Toth opposed

CARRIED

Motion for which notice has been given as amended:

Water Demand
Analysis

It was moved and seconded

107/23

THAT the SCRD Board directs staff to complete and present the following reports:

As part of the 2023 workplan, the staff produce and provide a comprehensive report to the Board updating the 2018 Water Demand Analysis, to incorporate the data of the last five years, and specifically the consequences from the drought period extending to mid December as experienced in 2022. This report to include updated Water Supply Deficit amounts along with:

- a. the size that would be needed for a Raw Water Reservoir to close the projected deficit for 2025, 2035 and 2050;
- b. the amount of groundwater (in m³/day) that would be needed to close the Water Supply Deficit in those same years in the absence of a Raw Water Reservoir.

Directors Backs and McMahon opposed

CARRIED

DIRECTORS REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 4:22 p.m.

IN CAMERA

It was moved and seconded

108/23

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “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 April 27, 2023 In Camera Board meeting.

CARRIED

The Board recessed at 4:22 p.m. and reconvened at 4:28 p.m.

The Board moved out of In Camera at 4:31 p.m.

ADJOURNMENT

109/23

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:31 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

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

April 27, 2023

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Town of Gibsons	S. White
	Directors	Electoral Area B Electoral Area A Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt shíshálh Nation Government District	J. Gabias L. Lee K. Backs D. McMahon K. Stamford A. Toth J. Henderson P. Paul
ALSO PRESENT:	Chief Administrative Officer GM, Corporate Services / Chief Financial Officer Corporate Officer General Manager, Planning and Development General Manager, Community Services Acting GM, Infrastructure Services Manager, Sustainable Development Manager, Regional Solid Waste Capital Projects Engineer Manager, Capital Projects Manager, Communications Manager, Strategic Initiatives Manager, Facility Services Fire Chief, GDVFD Manager, Protective Services Manager, Purchasing and Risk Management District of Sechelt - Alternate Director Area A, Alternate Director Administrative Assistant / Recorder Media Public		D. McKinley T. Perreault S. Reid I. Hall S. Gagnon M. Brown R. Shay (Part) M. Sole (Part) S. Wijayabandara (Part) S. Misiurak (Part) A. Buckley (Part) M. Edbrooke (Part) A. van Velzen (Part) R. Michael (Part) M. Treit (Part) V. Cropp (Part) D. Inkster C. Alexander (Part) T. Crosby 1 3

Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

REPORTS**Recommendation No. 1** *Budget Project Status Report*

The Committee of the Whole recommended that the report titled Budget Project Status Report – April 2023 be received for information.

Recommendation No. 2 *Public Participation Summary – Community Climate Action Plan*

The Committee of the Whole recommended that the report titled Public Participation Summary – Community Climate Action Plan be received for information.

Recommendation No. 3 *Draft Community Climate Action Plan*

The Committee of the Whole recommended that the report titled Draft Community Climate Action Plan be received for information;

AND THAT a message from the Board be included in the Community Climate Action Plan;

AND FURTHER THAT the draft Community Climate Action Plan be referred to the Town of Gibsons, District of Sechelt, shíshálh Nation, and Skwxwú7mesh Úxwumixw for comment.

Recommendation No. 4 *Farms and Sunshine Coast Regional District Water Use*

The Committee of the Whole recommended that the report titled Farms and Sunshine Coast Regional District Water Use be received for information.

The Committee recessed at 10:29 a.m. and reconvened at 10:38 a.m.

Recommendation No. 5 *Proposed Amendments to Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422, 1994*

The Committee of the Whole recommended that the report titled Proposed Amendments to Sunshine Coast Regional District (SCRD) Water Rates and Regulations Bylaw No. 422, 1994 be received for information;

AND THAT staff review the following “Commercial Farms” definition giving consideration to the language proposed by the Farmers’ Institute with respect to defining food producing farms in the SCR D Water Rates and Regulation Bylaw No. 422:

“A property that grows food for commercial sale and:

- a) has earned farm classification status as per Section 23 of the Assessment Act; or
- b) does not have farm classification status but can demonstrate substantial commercial sale of food crops with receipts or other proof of food crop cultivation and harvest, such as satellite imagery.”

The Committee recessed at 10:51 a.m. and reconvened at 10:55 a.m.

Recommendation No. 6 *Proposed Amendments to Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422, 1994*

The Committee of the Whole recommended that staff amend *Water Rates and Regulations Bylaw No. 422* to incorporate the following:

- new provision to allow the Sunshine Coast Regional District (SCRD) to temporarily stop business activities that use high volumes of water in Stage 4 Water Conservation Regulations, at the discretion of the Engineer;
- Class 9 Commercial Farms must pay the metered rate starting Q1 2024;

AND THAT staff complete the water rate structure review study and present the results to the Board by Q3 2023.

Director Henderson opposed.

Recommendation No. 7 *Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project – Contract Amendment No. 6*

The Committee of the Whole recommended that the report titled Chapman Creek Water Treatment Plant On-Site Hypochlorite Generation Project – Contract Amendment No. 6 be received for information;

AND THAT the contract with Associated Engineering Ltd. Be amended with an increase of up to an additional \$50,000, for a total not to exceed \$354,348 (excluding GST), which includes a contingency of \$35,987;

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

Recommendation No. 8 *Square Bay Wastewater Collection System Upgrade Planning Study – Approval of infrastructure Planning Grant*

The Committee of the Whole recommended that the report titled Square Bay Wastewater Collection System Upgrade Planning Study – Approval of Infrastructure Planning Grant be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) accept the Infrastructure Planning Grant Program (IPGP) grant for the Square Bay Wastewater Collection System Upgrade Planning Study project for \$10,000;

AND THAT the delegated authorities be authorized to execute the Shared Cost Agreement and accept the Terms of Conditions of the Grant Agreement;

AND THAT the Square Bay Wastewater Collection System Upgrade Planning project be included in the [387] Square Bay Wastewater Service Area 2023 Budget in the amount of \$15,000;

AND THAT the project be funded from the IPGP grant funding of \$10,000 and \$5,000 from operating reserves;

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

AND FURTHER THAT this recommendation be forwarded to the April 27, 2023 Board meeting.

Recommendation No. 9 *Reconstruction Aquatic Centre Fire Sprinkler System Award
(Request for Proposal 2361301)*

The Committee of the Whole recommended that the report titled Reconstruction Aquatic Centre Fire Sprinkler System Award (Request for Proposal 2361301) be received for information;

AND THAT a contract for reconstruction of the fire sprinkler system at Sechelt Aquatic Centre be awarded to Community Fire Prevention A Division of Onyx-Fire for a value not to exceed \$727,800 (before GST);

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

AND FURTHER THAT this recommendation be forwarded to the April 27, 2023 Board meeting.

Recommendation No. 10 *Community Resiliency Investment Program – Approval of 2023
FireSmart Community Funding and Supports Grant*

The Committee of the Whole recommended that the report titled Community Resiliency Investment Program – 2023 FireSmart Community Funding and Supports Grant be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) accepts the Community Resiliency Investment Program grant for 2023 FireSmart Community Funding and Supports valued at \$746,345 and the SCRDC will provide overall grant management;

AND THAT the delegated authorities be authorized to execute the Approval Agreement and accept the Terms and Conditions;

AND THAT the 2023 FireSmart Community Funding and Support project, including up to 4.5 full-time equivalent staff (temporary-grant funded) positions, be incorporated into Sunshine Coast Emergency Planning [222];

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

AND FURTHER THAT this recommendation be forwarded to the April 27, 2023 Board meeting.

Recommendation No. 11 *Fire Truck Transfer to Egmont and District Fire Protection*

The Committee of the Whole recommended that the report titled Fire Truck Transfer to Egmont and District Fire Protection be received for information;

AND THAT Egmont and District Fire Protection [218] be approved to receive an internal vehicle transfer (Unit 371) from Gibsons and District Fire Protection [210];

AND THAT \$10,000 be approved from operating reserves to transfer between functions for the fair market value of the vehicle;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

Recommendation No. 12 *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 January 1, 2023 to March 31, 2023 be received for information.

Recommendation No. 13 *Director Constituency and Travel Expenses*

The Committee of the Whole recommended that the report titled Director Constituency and Travel Expenses for Period Ending March 31, 2023 be received for information.

COMMUNICATIONS**Recommendation No. 14** *Ministry of Housing Request for Documenting Potential Municipal Land for Housing*

The Committee of the Whole recommended that the correspondence dated March 24, 2023 from Jen Ford, President, Union of British Columbia Municipalities regarding the Ministry of Housing request for documenting potential municipal land for housing be received for information.

ADJOURNMENT 11:22 a.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL ELECTORAL AREA SERVICES COMMITTEE**

May 4, 2023

RECOMMENDATIONS FROM THE SPECIAL ELECTORAL AREA SERVICES COMMITTEE MEETING HELD ELECTRONICALLY AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area A	L. Lee
		Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area F	K. Stamford
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Director, District of Sechelt		A. Toth
	Director, District of Sechelt		D. Inkster
	Administrative Assistant / Recorder		T. Crosby
	Media		1
	Public		0

Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.

CALL TO ORDER 9:36 a.m.

AGENDA The agenda was adopted as presented.

REPORTS

Recommendation No. 1 *2023 Electoral Areas' Grant-in-Aid*

The Electoral Area Services Committee recommended that the report titled 2023 Electoral Areas' Grant-in-Aid (GIA) be received for information.

IN CAMERA

The Committee moved In-Camera at 9:38 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (k) of the *Community Charter* – “negotiations and related discussion 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 District of Sechelt Directors Toth and Inkster be authorized to attend the May 4, 2023 In Camera Special Electoral Area Services Committee.

The Committee moved out of In Camera at 12:20 p.m.

Recommendation No. 2 *2023 Electoral Areas’ Grant-in-Aid De-Brief and Policy Discussion*

The Electoral Area Services Committee recommended that staff report to a future Electoral Area Services Committee with a 2023 Electoral Areas’ Grant-in-Aid debrief;

AND THAT the Electoral Areas’ Grant-in-Aid Policy be brought forward for discussion to the next Board Policy Review Committee meeting.

ADJOURNMENT 12:22 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – May 11, 2023

AUTHOR: Marc Sole, Manager, Solid Waste Services

SUBJECT: REQUEST FOR PROPOSAL (RFP) 2235016 CONTRACT AWARD - DRYWALL
REMEDIAION SERVICES AT NEW WEST GYPSUM

RECOMMENDATION(S)

- (1) THAT the report titled Request for Proposal (RFP) 2235016 Contract Award – Drywall Remediation Services at New West Gypsum be received for information;**
 - (2) AND THAT the Contract Award for Drywall Remediation Services at New West Gypsum be awarded to Kinetic Environmental Ltd. at a value of up to \$180,000 (excluding GST);**
 - (3) AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The Sunshine Coast Regional District (SCRD) accepts drywall for recycling at its Pender Harbour Transfer Station and Sechelt Landfill sites. The drywall is placed by the public (residents and businesses) into 40-yard bins and, once full, are hauled to New West Gypsum in New Westminster for recycling. New West Gypsum requires that drywall sent to their facility be asbestos free.

In 2022, 175 tonnes of drywall (not containing asbestos) were received at the SCRD sites.

Acceptance of drywall for recycling at the SCRD sites is contingent upon the receipt of lab analysis that indicates no detectable presence of asbestos and the completion of a declaration form. Drywall that has never been used is accepted with the completion of a declaration form.

Prior to leaving the sites and being delivered to New West Gypsum, each 40-yard bin of drywall is tested for asbestos at approximately every three (3) tonne interval. Each 40-yard bin holds approximately 8.3 tonnes of drywall. Loads testing positive are abated at the SCRD site by a contracted service provider. In the event that a load of drywall sent to New West Gypsum tests positive for asbestos from New West Gypsum's additional testing, the Regional District is required to remove and abate the load within 24 - 48 hours of discovering the contamination.

The SCRD has contracts for transportation and recycling, as well as testing and abatement of drywall received at SCRD sites but does not have a contract for drywall remediation services at New West Gypsum.

In accordance with the SCRD's Procurement Policy, a Request for Proposal (RFP) was issued seeking qualified companies to provide drywall remediation services at New West Gypsum.

The purpose of this report is to seek Board approval to enter a contract with Kinetic Environmental Ltd. for drywall remediation services at New West Gypsum. As the contract value is above \$100,000, this agreement requires Board approval.

DISCUSSION

RFP Analysis

One proposal was received which met the specifications as outlined in the RFP. Led by SCRD Purchasing, the evaluation team consisted of three staff members who reviewed and scored the proposal against the criteria set out in the RFP. Staff recommend that a contract be awarded to Kinetic Environmental Ltd. in the amount of up to \$180,000 (plus GST).

The proposed contract term is one (1) year with the option to extend up to four (4) additional one-year terms. Table 1 provides a summary of the proposed costs for the entire five (5) year contract term. The proposed costs are based on an estimated number of four (4) abatements per year. While not expected, the number of abatements is estimated as a worst-case scenario.

Table 1 - Summary of proposed contract costs

	Year 1	Year 2	Year 3	Year 4	Year 5	Total Contract Value (amount up to, excluding GST)
Kinetic Environmental Ltd.	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$180,000

Financial Implications

Drywall testing and abatement is funded from taxation and the proposed costs for abatement at New West Gypsum can be covered within the current approved operational budget.

Timeline for next steps

If supported by the Board, staff will proceed with execution of the contract.

STRATEGIC PLAN AND RELATED POLICIES

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

CONCLUSION

The SCRD accepts drywall for recycling at the Pender Harbour Transfer Station and Sechelt Landfill. The drywall is hauled to New West Gypsum for recycling. In the event that a load of drywall delivered to New West Gypsum tests positive for asbestos when it arrives at their site, the SCRD is required to provide drywall remediation services at New West Gypsum.

Staff propose entering a contract with Kinetic Environmental Ltd. for a one-year term with the option to extend up to four (4) additional one-year terms for the provision of drywall remediation services at New West Gypsum.

The total contract value is up to \$180,000 and requires Board approval.

Reviewed by:			
Manager		Finance	X --T. Perreault
Interim GM	X – M. Brown	Legislative	X - S. Reid
CAO	X - D. McKinley	Purchasing	X - V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – May 11, 2023

AUTHOR: Bryan Shoji, Manager, Capital Projects

SUBJECT: ENGINEERING SERVICES FOR UPGRADES TO MCNEILL, CHAPMAN, AND EDWARDS LAKE DAMS - CONTRACT AMENDMENT NO. 2

RECOMMENDATION(S)

- (1) THAT the report titled Engineering Services for Upgrades to McNeill, Chapman, and Edwards Lake Dams - Contract Amendment No. 2 be received for information;
- (2) AND THAT the project contract for the McNeill Lake Dam Upgrades Engineering Services be increased from \$126,026 to \$209,419 (plus GST);
- (3) AND THAT the project contract for the Chapman Lake and Edwards Lake Dams Upgrades Engineering Services be increased from \$222,745 to \$378,301 (plus GST);
- (4) AND FURTHER THAT the delegated authorities be authorized to execute the contracts.

BACKGROUND

On February 25, 2021, the Board approved budgets in the amount of \$149,500 and \$240,500 for engineering services related to the design and construction tendering of upgrades to McNeill Lake Dam and Chapman and Edwards Lake Dams respectively (resolution 046/21). The upgrades to the dams are required to ensure their safe operation in accordance with the Provincial Dam Safety Regulation.

Through a competitive Request for Proposal process, an Engineering Services Contract was awarded to WSP Canada Inc. (WSP) in July 2021 to complete the design, permitting and construction tendering services for all three dams, with future provisions to add construction management services following completion of 90% detailed design drawings.

The initial contract award for the design, permitting and tendering services was as follows:

McNeill Lake Dam \$106,183 (plus GST)

Chapman and Edwards Lake Dams \$193,817 (plus GST)

Contract Amendment No. 1 was approved by Board resolution at the regular meeting held on January 13, 2022, for expanded scope related to low level outlet design work for Chapman and McNeill Lake Dams.

010/22 (in part) **Recommendation No. 3** *Design, Permitting and Engineering Services for Upgrades to McNeil, Chapman, and Edwards Lake Dams - Contract Amendment No. 1*

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

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

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

The dam safety upgrades construction budget of \$515,000 for McNeill Lake Dam and \$1,408,000 for Chapman and Edwards Dams was adopted in 2022 and subsequently amended to \$592,250 and \$1,730,000 during the 2023 budget process due to inflationary cost escalation. The overall project budget, combining design and construction, for McNeill Lake and Chapman and Edwards Lakes is \$741,750 and \$1,970,500 respectively, which have been carried into Table 1 below.

The project schedule was originally targeting a summer 2022 construction window, however, permitting delays have extended the project into 2023.

The purpose of this report is to request amendments to the WSP contracts to account for a one-year project schedule extension and to add construction management services for an anticipated summer 2023 construction program.

DISCUSSION

Additional Work

Permitting and Project Delays

The one-year project schedule extension and permitting process has led to increased WSP project management, project engineering, and coordination costs. The cost of this extra work totals \$26,929 plus GST and includes:

- Preparing and re-submitting Fisheries and Oceans Canada (DFO) permits, as DFO cancelled the initial permit application given that construction was postponed to 2023 and required resubmission in 2023.
- Preparing and submitting a Water Sustainability Act Section 11 application which was not an anticipated requirement, including significant coordination with the Provincial Dam Safety Officer (DSO).
- Preparing and submitting a dam re-classification request for Harris Lake Dam to reduce ongoing monitoring and administrative requirements.
- Ongoing support and monitoring of regulatory permit applications including responding to DFO and DSO additional requests for information and documentation.
- Updates to the tender drawing package to incorporate revisions resulting from the permitting process and additional staff design reviews.
- Merging the tender specifications into a single package for all three sites.

Construction Management Services

As noted earlier, WSP’s contract includes provisions for construction management services. A cost could not be provided at initial contract award as the value of work would depend on the final design approved for construction. Now that the design has reached 90% completion, WSP has submitted a fee estimate of \$64,417 plus GST for McNeill Lake Dam and \$117,603 plus GST for Chapman and Edwards Lake Dams.

Contingency

In addition to the requested contract amendment amounts which are based on actual costs incurred to date as well as an estimated construction management value, staff recommend that the Board approve additional funds to be committed as contingency to enable staff to address any future minor contract amendments administratively, without requiring further Board approval.

The recommended contingency amounts are \$10,000 for McNeill Lake Dam and \$20,000 for Chapman and Edwards Lake Dams, which is 15% to 17% of the construction management fee estimate provided.

Financial Implications

Table 1 below provides a summary of the current contract value including Amendment No. 1, lists the new amendments proposed, and shows the projected total contract value in comparison to the approved project budget.

Table 1: Engineering Services Contract Value versus Budget

	McNeill Lake Dam (excludes GST)	Chapman and Edwards Lake Dams (excludes GST)
Original Contract Value	\$106,183	\$193,187
Contract Amendment No.1	\$19,843	\$29,558
» Contract Amendment No.2	\$73,393	\$135,556
» Contingency Allowance	\$10,000	\$20,000
Total Adjusted Contract Value	\$209,419	\$378,301
Approved Budget	\$741,750	\$1,970,500
Remaining Construction Budget	\$532,331	\$1,592,199

The recommended contract amendments are within the approved budgets but will reduce the construction contingency allowance. The additional work being completed up front during design and permitting will lead to a better-defined construction program that will hopefully translate to less construction phase cost overruns. As the proposed amendments are within approved budget limits, there is no need to amend the 2022-2026 Financial Plan at this time.

Timeline for next steps

Pending Board approval, the listed contract amendments will be executed in preparation for the construction phase. Tender documents are nearing completion, and the construction tender will be issued once final permits are secured. We are actively engaged with the regulators to strive for earliest permit approval dates so that an August 2023 construction start date will be met.

STRATEGIC PLAN AND RELATED POLICIES

The dam upgrades project reflect the objectives identified in the Strategic Plan, including the Strategic Focus Area of *Asset Stewardship*.

CONCLUSION

WSP was retained by the SCRD to carry out the design, permitting, tendering and construction management services for the McNeill, Chapman and Edwards Lakes Dam safety upgrades. The permitting process has extended the project schedule by at least one year which have led to additional engineering services costs totaling \$19,843 for McNeill Lake Dam and \$29,558 for Chapman and Edwards Lakes Dams. In addition, now that the project design has reached the 90% completion stage, WSP has submitted their construction management cost estimate of \$64,417 for McNeill Lake Dam and \$117,603 for Chapman and Edwards Lakes Dams. Staff further recommend including contingency allowances of \$10,000 and \$20,000 for McNeill Lake Dam and Chapman and Edwards Lake Dams, respectively. The amended contract values would be \$209,419 for McNeill Lake Dam and \$378,301 for Chapman and Edwards Lake Dams, excluding GST.

Staff recommend that the delegated authorities be authorized to execute this contract amendment.

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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – May 11, 2023

AUTHOR: Vanessa Schilling, Purchasing and Risk Officer

SUBJECT: 1911601 LANDSCAPING AND LAWN CARE SERVICES – CONTRACT EXTENSION

RECOMMENDATION(S)

- (1) **THAT the report titled 1911601 Landscaping and Lawn Care Services – Contract Extension be received for information;**
 - (2) **AND THAT the contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden for lawn care and landscaping services, be extended for up to an additional two (2) year period to May 31, 2025;**
 - (3) **AND THAT the contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden be increased from \$232,183 to \$405,594 (not including GST);**
 - (4) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
-

BACKGROUND

The Sunshine Coast Regional District (SCRD) has a contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden to provide landscaping and lawn care services for SCRD properties. The contract will expire on May 31, 2023, and can be extended for up to two additional years.

The purpose of this report is to seek Board approval to extend the existing contract with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden for landscaping and lawn care services. As the contract value is above \$100,000, such an extension requires Board approval.

DISCUSSION

Contract Extension

Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden is interested in extending their contract for landscaping and lawn care services for an additional two-year term as permitted in the contract. Staff recommend extending the contract for a two-year term.

Financial Implications

Landscaping and Lawn Care Services are administered and funded through:

- Taxation for the [640] Gibsons and District Public Library and the [212] Roberts Creek Fire Protection.
- User group fees for [650] Community Parks – Operations, [391] Curran Road Waste Water Treatment Plant, [388] Langdale Waste Water Treatment Plant, [386] Lee Bay Waste Water Treatment Plant, [393] Lily’s Lake Waste Water Treatment Plant, [390] Merrill Crescent Waste Water Treatment Plant, [370] Regional Water Services and [382] Wood Creek Park Waste Water Plant.
- Taxation and User Group Fees for [400] Seaview Cemetery.
- User support services for the [114] Administration Office Building Maintenance.

The table below shows the breakdown of the overall contract price. The current extension will result in a total contract value of \$405,594, which will require Board approval to proceed.

	Cost
Original Contract Value – 3 years	\$232,183
Proposed Extension – up to 2 years	\$173,411
Total Contract Value	\$405,594

STRATEGIC PLAN AND RELATED POLICIES

The purchasing process followed for this service aligned with the SCRD’s Procurement Policy

CONCLUSION

The SCRD entered into a three-year contract in 2020 with Michael Joseph Clarke d.b.a. Clarke Commercial Lawn and Garden for landscaping and lawncare services with the option to extend for up to two additional years.

Staff are recommending exercising the right to extend the contract for up to an additional two-year period. This contract execution will result in a total contract value of \$405,594 (plus GST), which requires board approval to proceed

Reviewed by:			
Manager	X – S. Walkey X – K. Clarkson	Finance	X - T. Perreault
GM	X – I. Hall	Legislative	
CAO	X - D. McKinley	Purchasing	X - V. Cropp



File: 19040-20/1330
Reference: 273557

March 14, 2023

VIA EMAIL: info@scrd.ca

Sunshine Coast Regional District
1975 Field Road
Sechelt, British Columbia
V7Z 0A8

Dear Board of Directors:

Re: Interfor Corporation's Tenure Dispositions in Coastal British Columbia

The Ministry of Forests (FOR) is writing to notify you of requests received from Interfor Corporation (Interfor) to transfer Crown forest tenures, resulting in the disposition of 558,607 m³/year of timber harvesting rights to First Nation controlled entities and 104,486 m³/year to a manufacturing company. Interfor is conducting a strategic review of their remaining coastal operations and may request approval for disposition of additional tenures and permits in the future.

The requested tenure dispositions require the approval of the Minister of Forests. In reviewing these requests, the minister must consider the effect of the proposed transfers on the marketing of fibre and the public interest. The minister may attach conditions to an approval to address concerns resulting from the dispositions.

The ministry is engaging with stakeholders and the public on the proposed dispositions in support of the minister's decisions. Further details on the proposed dispositions, Interfor's statement on the proposed dispositions, and how the public can provide input is available at: [Information and Providing Input on the Interfor Tenure Dispositions](#). This website allows for the submission of comments regarding the proposed transfers. Additionally, information is provided in the attached backgrounder. This letter is being sent to all municipalities and regional districts where Interfor has operations that may be impacted by the proposed transfers. Consultation with potentially affected First Nations has also been initiated.

Page 1 of 2

As a key stakeholder, your comments, expressing support or concerns on the proposed dispositions with respect to protecting the public's interest, will be documented for consideration by the minister. If you wish to respond with a letter, or have further questions, please direct them to Emma Neill, Senior Timber Tenures Forester, Forest Tenures Branch at Emma.Neill@gov.bc.ca. Upon request, an information session (using either an online platform or in-person) can be scheduled with FOR representatives and Interfor representatives to outline the transfer process and answer any questions you may have.

To increase awareness of these proposed transfers, and to enhance our ability to engage with the public, we respectfully request that this information and website link be shared on your website and social media pages.

Yours truly,



Doug Kelly
Director

Attachment: Proposed Tenure Disposition in Coastal British Columbia – December 2022

pc: Jeff Sheldrake, Regional Executive Director, South Coast Region, Ministry of Forests
Jeff.Sheldrake@gov.bc.ca
Derek Lefler, District Manager, Sunshine Coast Natural Resource District
Ministry of Forests
Derek.Lefler@gov.bc.ca
Emma Neill, Senior Timber Tenures Forester, Forest Tenures Branch
Ministry of Forests
Emma.Neill@gov.bc.ca

Proposed Tenure Disposition in Coastal British Columbia

December 2022

The Ministry of Forests (“the Ministry”) has received several requests from Interfor Corporation (Interfor) to sub-divide and transfer a number of forest tenures in Coastal British Columbia.

If approved the tenure dispositions (transfers) will result in approximately 558,607 m³ of timber harvesting rights being transferred to First Nation controlled entities, and 104,486 m³ being transferred to non-First Nation companies.

The sub-division and transfer requests require the approval of the Minister of Forests. To support the Minister, the Ministry will be consulting with First Nations and engaging with communities, the public, and workers, to gather information so that the Minister can ensure that the tenure dispositions are in the best interests of British Columbians.

Interfor is conducting a strategic review of their remaining Coastal timber harvesting rights and may request the disposition of additional forest tenures and permits at a later date. These requests would be considered by the Ministry separately and would require additional information gathering and consultation.

The Tenure Disposition Requests

Interfor’s requests consists of

- Three Replaceable Forest Licence (RFL) sub-divisions to create a total of eight RFLs and the subsequent transfer of six of these RFLs to new holders.
- Six RFLs transfers to new holders (this is in addition to the six RFLs transfers noted above).
- One Tree Farm Licence (TFL) sub-division to create two TFLs and the subsequent transfer one of these TFLs to a new holder.

Interfor and the intended new tenure holders are advancing to purchase agreements. The Province is not involved in the purchase agreements nor are they privy to the negotiations.

The following table highlights the tenure dispositions requested:

<i>General Location</i>	<i>Timber Supply Area (TSA) or TFL</i>	<i># Sub-divisions requested (new and amended tenures created)</i>	<i># Transfers Requested</i>	<i>Annual Allowable Cut Transferred (m3)</i>
South Island	Arrowsmith	1 (2)	3	98,971
North and Central Island	North Island	0	2	168,184
Central Coast	Great Bear Rainforest South	1 (3)	2	125,000
North and Central Coast	Great Bear Rainforest North	0	1	24,488
Central Coast	Tree Farm Licence 45	1 (2)	1	25,000
Sunshine Coast	Sunshine Coast	1 (3)	4	221,450
Total		4 (10)	13	663,093

A more detailed description of the tenure sub-divisions and transfers can be found in the Appendix. The Ministry will also be providing detailed information specific to each tenure disposition for each TSA and the TFL in a separate document.

Are there other tenures or permits being transferred?

Interfor has requested that the Ministry transfer several road permits and some cutting permits to the new tenure holders. It is also expected that Interfor may request the transfer or assignment of other permits and licences such as special use permits and licences of occupation to the new tenure holders. These permits and licences may be transferred concurrently with the transfer of the FLs or TFL or independently. Details of the ancillary permits and licences to be disposed of by Interfor will be provided in the detailed information for each tenure transfer.

What are the legal requirements for the subdivision of a Forest Tenure?

The *Forest Act* allows a tenure holder to request the Minister to sub-divide a tenure into one or more tenures. The *Forest Act* also requires that the tenures being created are of the same type as the parent tenure and that the combined AACs of the newly created tenures equal the AAC of the original tenure. The decision maker may refuse the subdivision if they consider that it would compromise forest management. All newly created agreements from a tenure subdivision must have a term with an expiry no later than the earliest expiry date of the original tenure.

With regard to the subdivision of a TFL, a new TFL would be created that consists of a specified area derived from the original TFL.

What are the legal requirements for the transfer of a Forest Tenure?

The *Forest Act* allows the holder of a forest tenure to apply to the Minister (or delegate) to transfer the tenure to a new holder. The Minister (or delegates) approval is required before the transfer can proceed.

In considering whether to approve a tenure transfer, the decision maker must consider the effect of the disposition on

- the marketing of fibre in British Columbia, and
- the public interest.

If the transfer would result in a party holding rights to harvest Crown timber in an amount that would be detrimental to competition in the marketing of fibre in British Columbia, or it would not be in the public interest for the intended recipient to hold the tenure, then the decision maker must not approve the transfer, or may only approve the transfer if conditions are attached that addresses the competition or public interest concerns.

A market competition assessment will be conducted by the Ministry as detailed in the Disposition and Change of Control regulation, and that assessment along with information pertaining to the public interest will be provided to the decision maker to support their decision.

The *Forest Act* also requires that for a tenure transfer to be completed:

- all monies owed to government must be paid.
- all private land included in a TFL remain in the TFL.
- if the tenure had replaceable contractor rights, those rights be assumed by the new holder of the tenure (see additional information on the next page).

How is the public interest considered?

Public forests have a public value; therefore, it is expected that a forest tenure holder provide benefits to British Columbians.

The public interest related to a tenure transfer is not defined in legislation; however, the relevant factors to be considered by a decision maker are generally confined to the implications of the intended recipient holding the agreement. This will generally include the decision maker determining if the intended recipient is able and willing to manage the tenure in the best interests of British Columbians. A decision maker will review each transfer request based on government objectives, the specific circumstances, and the implications of the disposition.

To determine the public interest the ministry will use various forms of information gathering. The scope and method of the engagement will depend on the size and complexity of the tenure transfer and the interest expressed by the public and interest groups. Common methods of engagement include using ministry web sites, letters, email, and meetings. Additional information can be found at [Identifying the Public Interest in Proposed Timber Tenure Dispositions](#). Ministry staff will be available to answer enquiries raised during the engagement process.

What are the First Nation consultation requirements?

The province has a duty to consult with and, when required, accommodate First Nations whenever it proposes a decision or activity that could potentially impact treaty rights or aboriginal rights (including title rights - claimed or proven). The duty stems from court decisions and agreements entered into with individual First Nations and is consistent with the province's commitment to implement the United Nations Declaration on the Rights of Indigenous Peoples.

Decision makers with authority to make tenure transfer decisions are responsible for ensuring adequate consultation with potentially affected First Nations is carried out and accommodations are provided when warranted.

What happens to existing license obligations, such as silviculture?

Generally, the new tenure holder will assume the ongoing and new obligations (e.g., stumpage, free growing, road maintenance, hazard abatement, etc.) associated with the tenure. In some cases, the existing and new tenure holder will make specific arrangements regarding past obligations such as meeting silviculture requirements.

What happens to replaceable contractors operating within these licences?

There are multiple replaceable contractors that operate on Interfor's Coastal forest tenures. The Timber Harvesting Contractor and Subcontractor Regulation outlines the legal requirements for affecting a contractor's rights when a licence is transferred or subdivided. In the case of a transfer, the new licensee must either assume the contractual obligations or offer a new contract with the same terms and conditions as the original contract. Similar principles apply for a subdivision with the amount of work to remain consistent for each contractor. Discussions will occur between Interfor and the intended tenure recipient to ensure contractor rights are managed in accordance with the legal requirements. Additional information can be found here: [Timber Harvesting Contract and Subcontract Regulation](#).

Appendix: Interfor's Subdivision and Transfer Requests

South Island Natural Resource District – Arrowsmith Timber Supply Area

<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>AAC (m³/year)</i>	<i>Intended Recipient</i>
A19235	A19235	29,486	San Industries Ltd.
	A98667 (proposed)	20,000	Matchlee General Partnership Ltd on behalf of the Mowachaht / Muchalaht First Nation
A86838	NA	49,485	Cisaa Forestry LLP (Tseshaht First Nation)

Sunshine Coast Natural Resource District – Sunshine Coast Timber Supply Area

<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>AAC (m³/year)</i>	<i>Intended Recipient</i>
A19220	A19220	81,031	NA (retained by Interfor)
	A98741 (proposed)	18,550	Klahoose First Nation
	A98809 (proposed)	81,450	Klahoose Forestry Limited Partnership (Klahoose First Nation)
A19224	NA	81,450	Tsain-ko Development Corporation (Shíshálh Nation)
A98515	NA	40,000	Tsain-ko Development Corporation (Shíshálh Nation)

Campbell River Natural Resource District – North Island Timber Supply Area

<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>AAC (m³/year)</i>	<i>Intended Recipient</i>
A94730	NA	104,689	KCFN Forestry Ventures LP (KA:'YU:'K'T'H'/CHE:K'TLES7ET'H' First Nations)
A94732	NA	63,495	Quatsino First Nation

Coast Mountain Natural Resource District – Great Bear Rainforest North Timber Supply Area

<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>AAC (m³/year)</i>	<i>Intended Recipient</i>
A16841	NA	24,488	Metlakatla Forestry Corporation (Metlakatla First Nation)

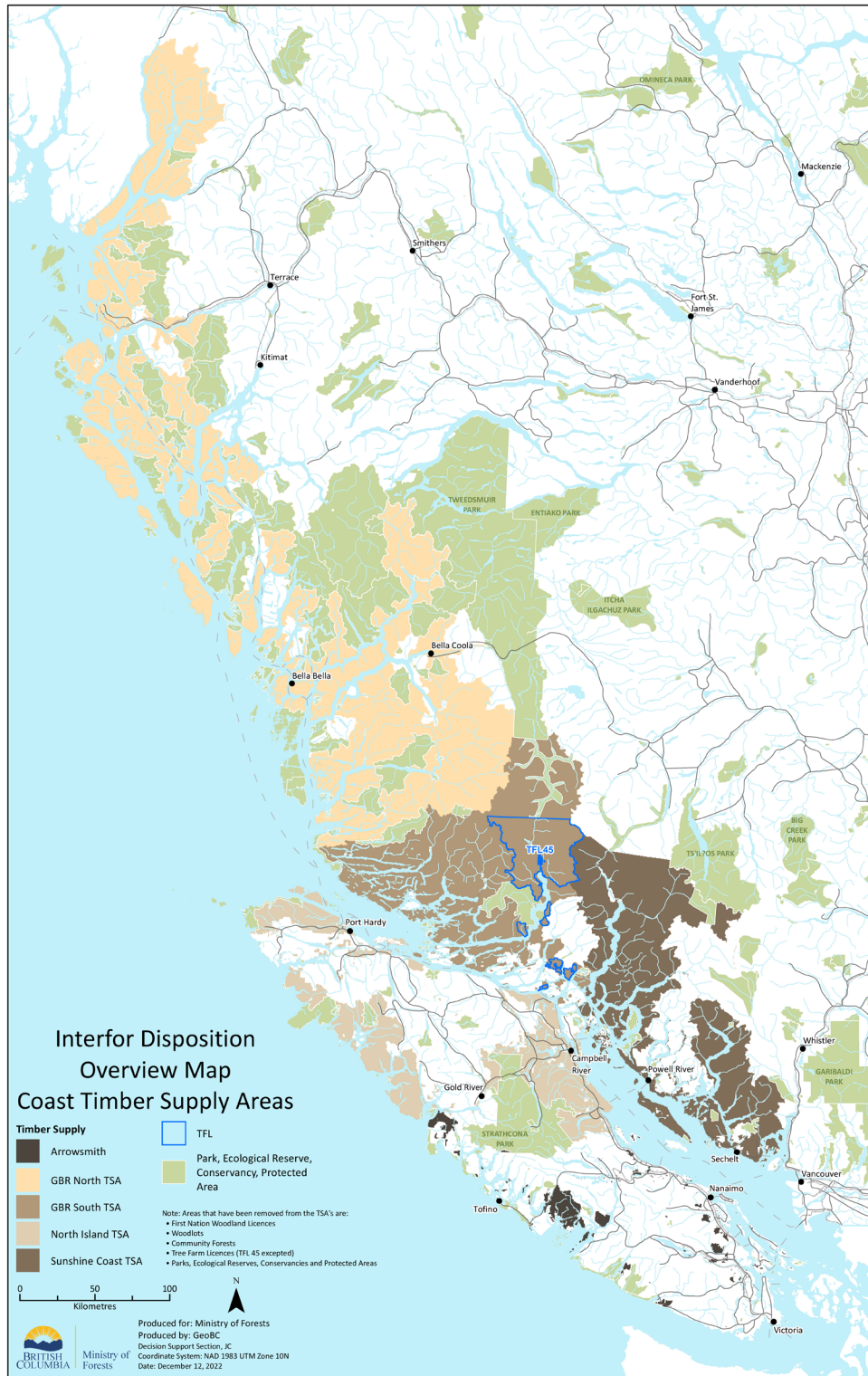
North Island Central Coast Natural Resource District – Great Bear Rainforest South Timber Supply Area

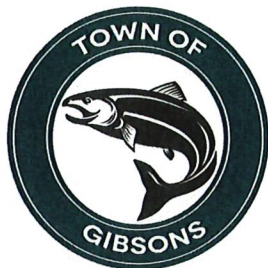
<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>AAC (m³/year)</i>	<i>Intended Recipient</i>
A19238	A19238	42,395	NA (retained by Interfor)
	A98746 (proposed)	50,000	T'Se'Kame Forestry Ltd.
	A98747 (proposed)	75,000	San Industries Ltd.

North Island Central Coast and Campbell River Natural Resource Districts

<i>Existing Tenure</i>	<i>Proposed Subdivided Tenures</i>	<i>Approximate AAC (m³/year)</i>	<i>Intended Recipient</i>
TFL 45	TFL 45	104,920	NA (retained by Interfor)
	TFL 64	25,000	Matsayno Sustainability Corporation as general partner for and on behalf of Matsayno Sustainability Limited Partnership (Kwiakah First Nation)

Appendix: Coastal Overview Map





TOWN OF GIBSONS

PO Box 340
474 South Fletcher Road
Gibsons BC | VON 1V0

T 604-886-2274

F 604-886-9735

info@gibsons.ca
www.gibsons.ca

OFFICE OF THE MAYOR | SILAS WHITE

March 15, 2023

0530-60

Leonard Lee
SCRD Board Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC VON 3A1

Delivered via Email: Autumn.O'Brien@scrd.ca

RE: Gas Tax

Dear Leonard and Board,

Thanks for your letter regarding the Gas Tax. For us, it would be challenging to collaborate on Gas Tax projects because I have observed over the years, and this has been confirmed by our Chief Financial Officer, that the Town administers Gas Tax funds very differently than the SCR D does. At the Town, Gas Tax revenue is deeply integrated into our five-year capital plan: the projects do come up to Council for approval, but it is not the same process I see at the SCR D where it is more a matter of "Here is our Gas Tax for this year, what do we spend it on?" Our Gas Tax is basically "pre-allocated" to crucial Asset Management projects by the time we see our budget.

I admit I am envious of your process, but on the other hand I also can't imagine trying to change the long-standing practice in Gibsons where the Gas Tax is allocated to essential capital projects.

That said, maybe some day this could work? I understand the idea is essentially to chip in Gas Tax at our usual apportioned mill rates as an option to taxation. I do recognize that right now and into the foreseeable future, though, our gas tax is tied up and assigned to projects in our five-year capital plan.

Sincerely,

Silas White
Mayor of Gibsons

Cc Sunshine Coast Regional District Board

TOWN OF GIBSONS

"Nature is our most valuable asset"



TOWN OF GIBSONS

PO Box 340
474 South Fletcher Road
Gibsons BC | VON 1V0

T 604-886-2274
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OFFICE OF THE MAYOR | SILAS WHITE

March 27, 2023

0530-60

Leonard Lee
SCRD Board Chair
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC VON 3A1

Delivered via email: leonard.lee@scrd.ca, board@scrd.ca

RE: Free Student Transit

Dear Leonard and Board,

At the February 21, 2023, Regular Council Meeting, the following resolution was carried with a unanimous vote of council:

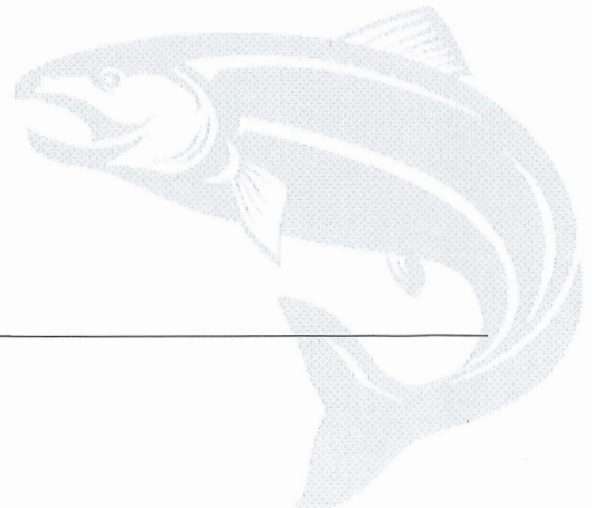
THAT a letter be sent to BC Transit, the SCRD Board, Ministry of Transportation, and other relevant Ministries, expressing that the Town of Gibsons supports the proposal of local secondary students for free student transit.

We do understand that SCRD staff is following previous board (pre-pandemic) direction to collect data to present a report to the Board prior to the 2024 budget process on how the program could be implemented.

Sincerely,

Silas White
Mayor of Gibsons

Cc Sunshine Coast Regional District Board



TOWN OF GIBSONS

"Nature is our most valuable asset"



Skwxwú7mesh
Úxwumixw
Squamish Nation



NCH'KAY

Creating **sustainable and shared prosperity**

for future generations.

March 29, 2023

Nation to engage in a year-long planning process to maximize reserve lands' financial and social value.

March 29th, 2023, Vancouver BC –The Squamish Nation Council today announced it will start the development of community capital plans and land use strategies for several Squamish Nation-owned lands. The Council has placed a moratorium on entertaining third-party proposals for developing its lands for one year as part of this process. This temporary pause on specified lands will enable the government of the Squamish Nation, its development corporation Nch'kay and its affordable housing provider, Hi'yám Housing, to develop land use strategies for the Nation's lands to help fund several capital projects in its long-range capital plan.

This land use planning project, a first for the Nation, represents a shift in the way the Nation approaches planning and development. The project will open the door to socio-economic growth through its lands in a way that reflects Squamish values, culture, and worldview.

“The Squamish Nation is ready to set the direction for the future of many of our lands in the Lower Mainland, Sunshine Coast, and Sea to Sky Corridor,” says Khelsilem, Council Chairperson, Squamish Nation. “For the next year, our government, affordable housing provider, and development corporation will work with our people to build community capital plans that meet our community's needs and an economic land use strategy to deliver it.”

The three components of this work are:

- An immediate moratorium on receiving or considering third-party proposals for developing Nation lands.
- Develop long-range capital plans that meet the current and future needs of the Squamish People (ex. Parks, Schools, Community Centres, Health Care Clinics, Affordable Housing and more.)
- Develop land use strategies for high-priority areas in Squamish Territory (North Vancouver, West Vancouver, Squamish, and Gibson's Landing).

“Today the Squamish Nation and Nch’kay have issued an Expression of Interest to identify consultant teams with experience in land use and master planning, to help us develop a long-range capital plan that is aligned with our social, cultural, environmental, and economic goals,” said Mindy Wight, CEO of Nch’kay. “The successful parties will help the Squamish Nation, Nch’kay and Hiya’m Housing work with our community to develop a strategy for these lands - one that maximizes the potential financial value and community benefit.”

The successful parties will be selected for their ability to achieve the goals, a demonstrated commitment to Indigenous Rights, and their ability to build long-term, trusted relationships with Indigenous communities in a manner that respects their rights and interests.

This initiative is in keeping with the Squamish Nation’s objective from its Strategic Plan 2022-2026, by which the Nation asserts its rightful place as a decision-maker with influence and control over what happens on Squamish lands and waters.

About The Squamish Nation

The Squamish Nation, as a government, has existed since 1923. In our language, we are called Skwxwú7mesh Úxwumixw. Before 1923, the Squamish People were socially, economically, and politically organized into several physical communities called an úxwumixw (“village; people”) in the territory of the Squamish People. The territory of the Squamish People includes the Burrard Inlet, English Bay, False Creek, and Howe Sound watersheds.

About Nch’kay

The Squamish Nation as a government established the Nch’kay in 2018 as its arms-length economic development corporation. Led by a board of business, financial, and real estate experts, the Nch’kay develops, manages, and owns active businesses that grow the economic wealth of the Nation. The company’s name refers to the mountain all Squamish People descend from, as told in the Squamish People’s story of the Great Flood. This flood forced our ancestors to tie their canoes to the highest mountain in the territory called Nch’kay (known also as Mount Garibaldi) to survive and repopulate our territory once the waters subsided.

About Hiya’m Housing

Hiya’m Housing is the not-for-profit organization mandated to lead the development and management of non-profit affordable housing for the Squamish People. Hiya’m Housing currently manages 56 affordable housing units, and they are also leading the development in Vancouver, North Shore, and Squamish Valley of 424 confirmed new affordable rental homes. They are mandated to deliver 1,000 new homes for the Squamish People and contribute to the Squamish Nation’s goal of housing every Squamish within a generation.

For more information contact:

media@squamish.net media@nchkay.com

A cultural approach to our assets

to build **intergenerational wealth**

Unlocking the value of our real estate to reflect Squamish community needs for the current generation and many more to come.

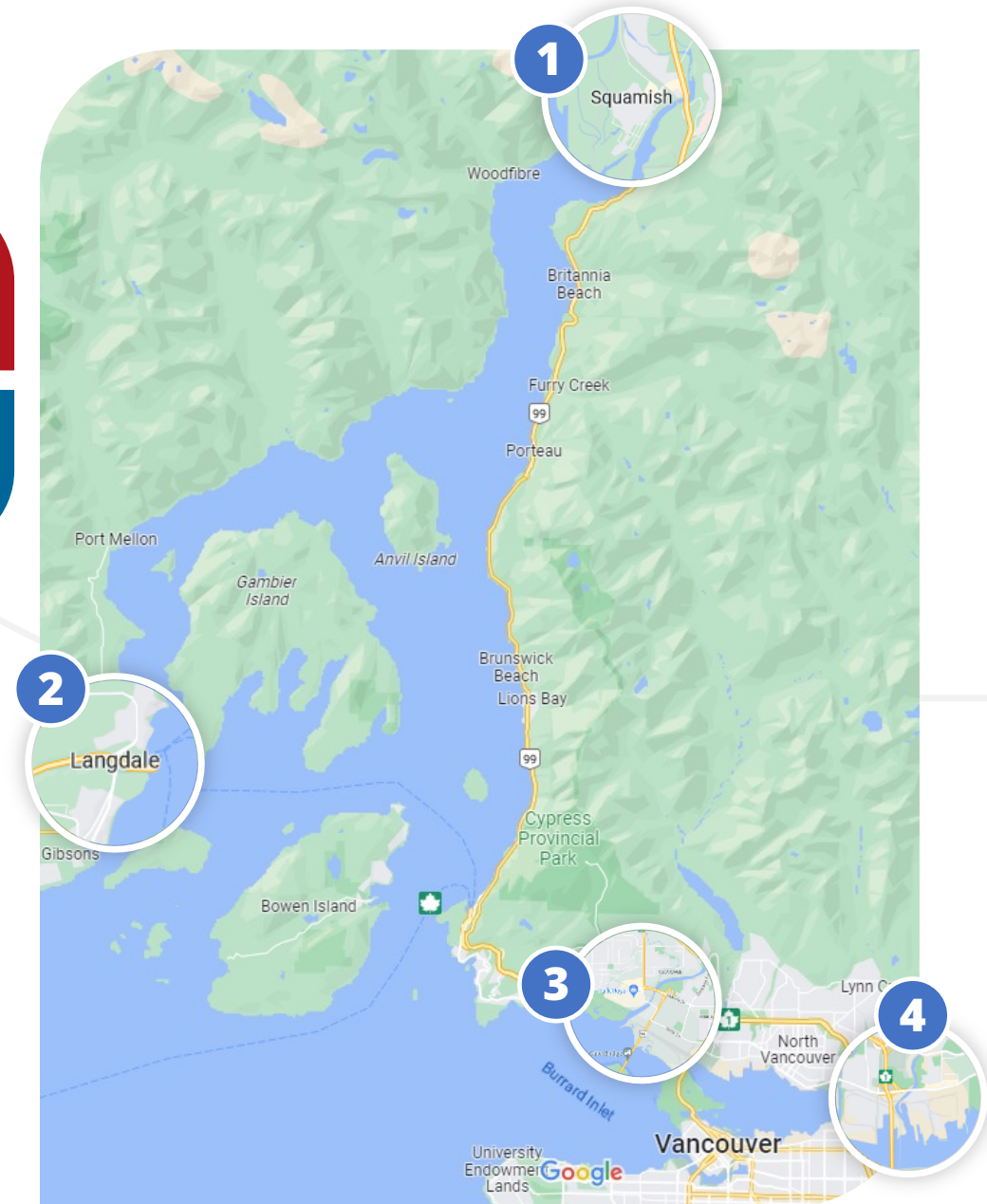
- Ensuring a robust community plan for our people.
- Long term capital plan prioritizes capital investments.
- Controlling the future of our lands.

Capital + Community

Development Strategy

for four high-priority sites

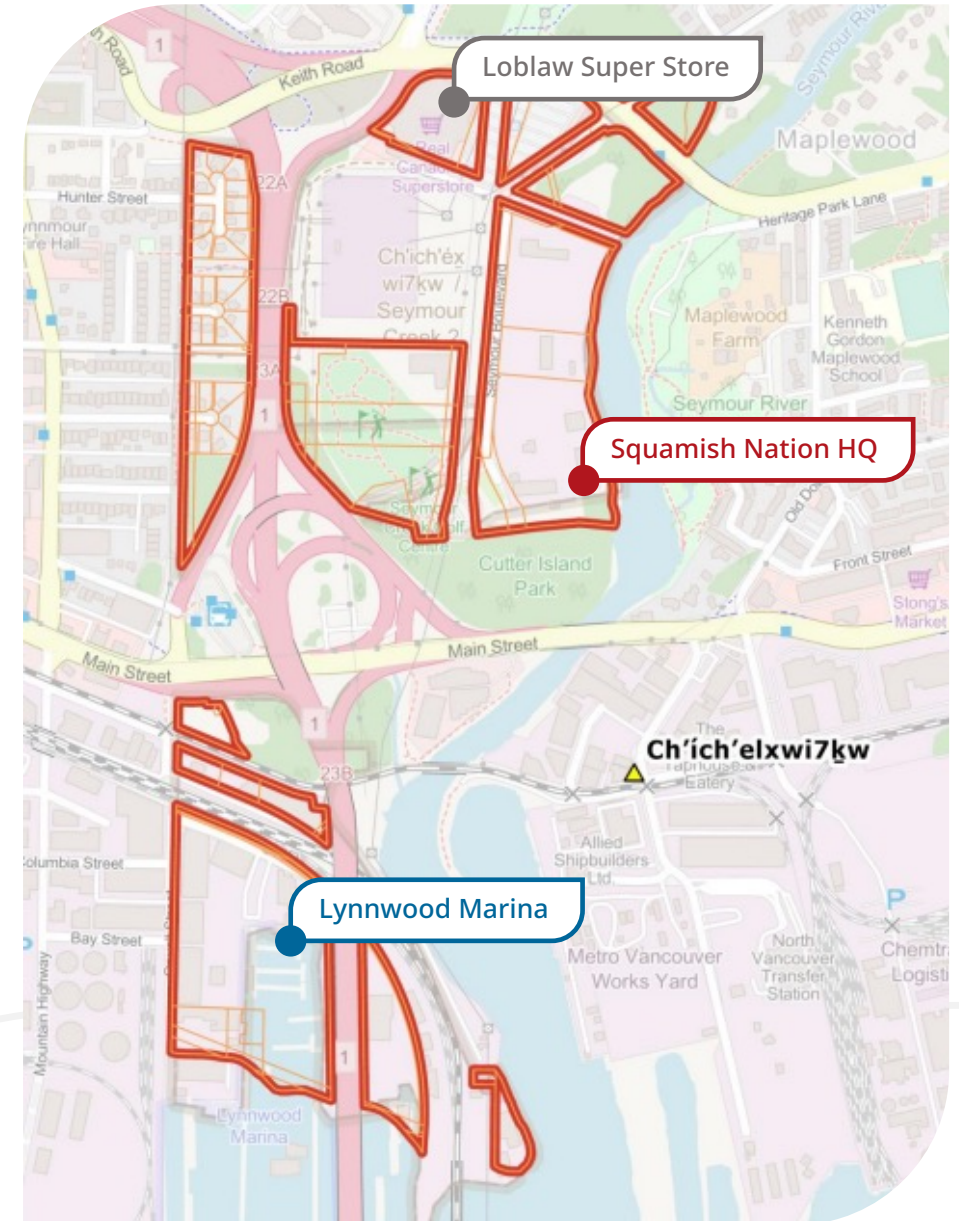
- 1** **Stá7mes** I.R. No. 24 (including Site B) in Squamish Valley
- 2** **Ch'kw'elhp** I.R. No. 26 (3.8km south of Langdale BC ferry terminal)
- 3** **Marine Drive** area of Xwmélch'sten Capilano I.R. No. 5 (including the International Plaza site) in West Vancouver
- 4** **Ch'ich'élxwí7kw** Seymour I.R. No. 2 (including Lynnwood Marina) in North Vancouver



Ch'ich'élxwí7kw

Seymour I.R. No. 2

- Located in North Vancouver surrounding the Iron Workers Memorial Bridge on the north side of the Burrard Inlet.
- Divided into several slices by the railway, bridge, highway, and associated infrastructure.
- Squamish Nation HQ is currently on the site.
- Lynnwood Marina is the current location of the Nch'kay Development Corporation Head Office.



Stá7mes

I.R. No. 24 (including Site B)

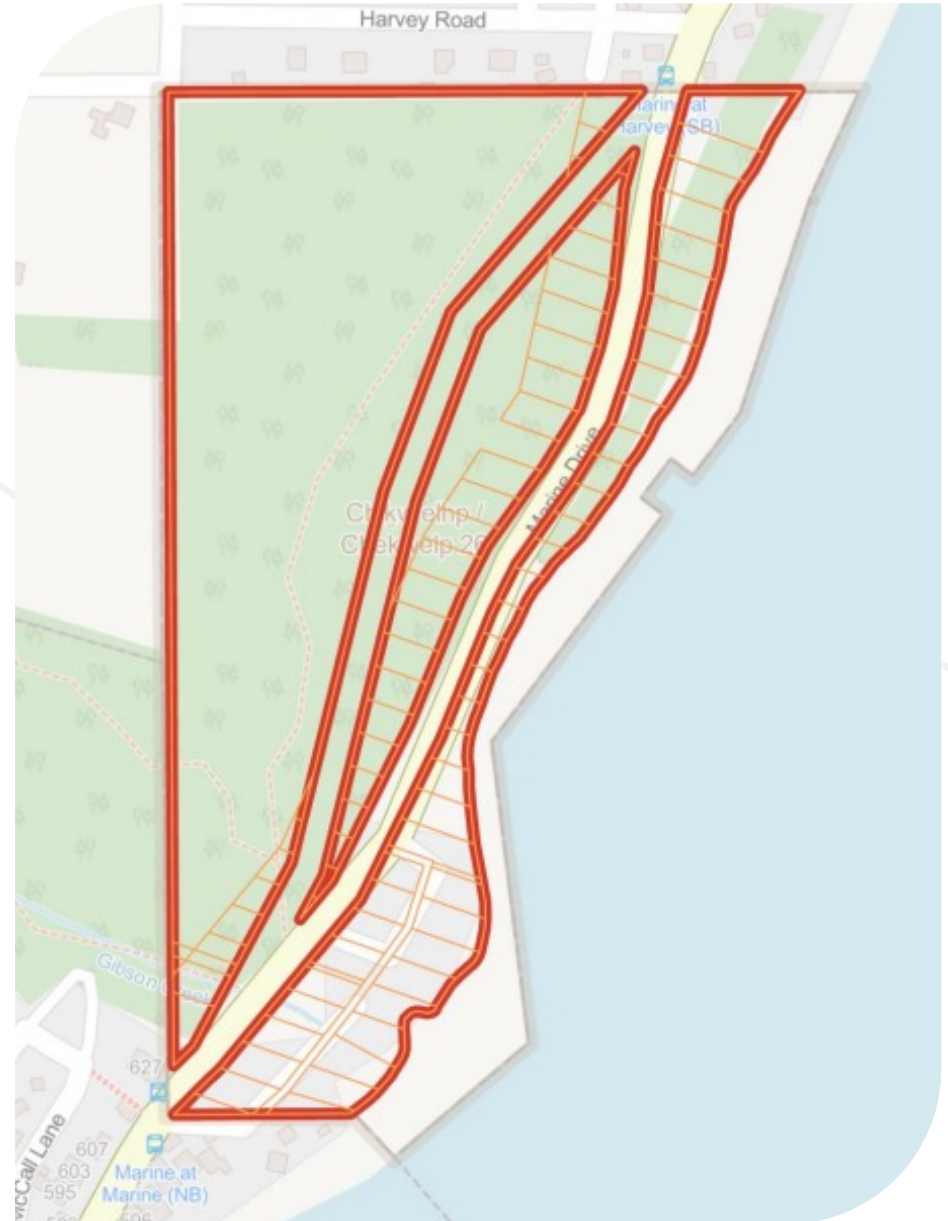
- Includes Site B property (fee simple) and is located at the mouth of the Squamish River where it enters Howe Sound.
- Nch'kaý Corp owned and operated Gas Bar located on Stá7mes off Sea to Sky Highway.



Ch'kw'elhp

I.R. No. 26

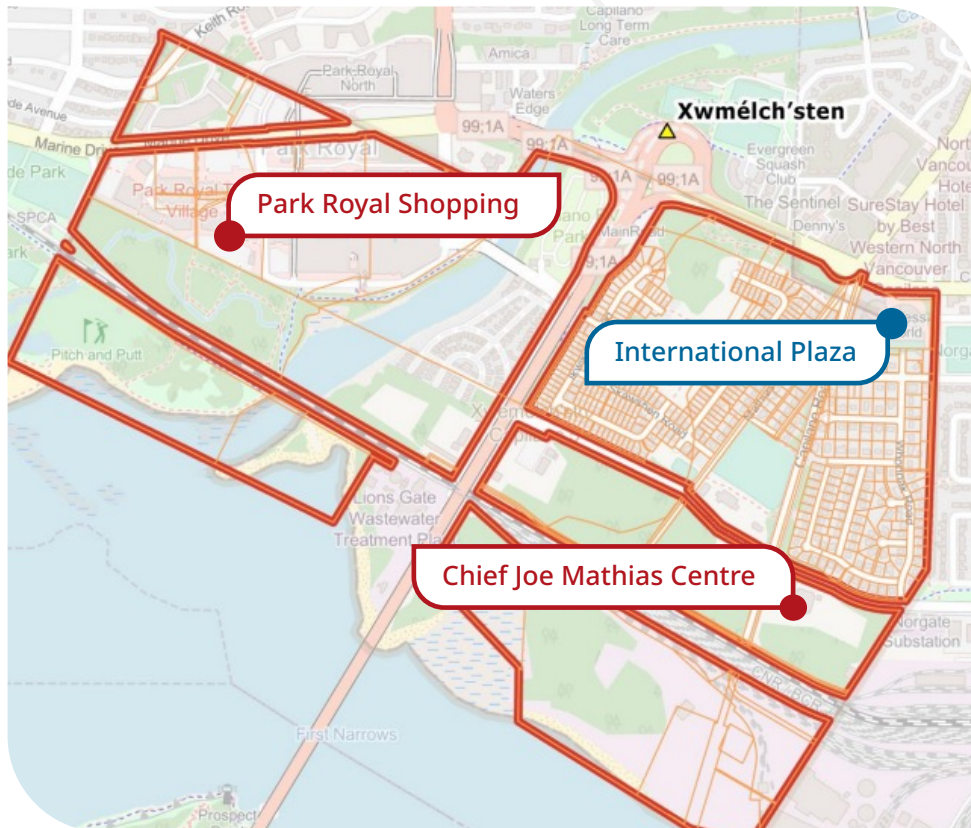
- Located on the Sunshine Coast of British Columbia.
- North of the township of Gibsons and 3.8km south of the Langdale BC Ferry terminal.
- Approximately 650m of shoreline property.
- No active leases or structures on the site.



Xwmélch'sten

Capilano I.R. No. 5

- Xwmélch'sten Spans from Ambleside Park to the west, International Plaza to the east, Marine Drive to the north, the Burrard Inlet to the south, and surrounds the northern portion of the Lions Gate bridge.
- The subject area is the Marine Drive strip of Xwmélch'sten Capilano I.R. No. 5, including the International Plaza site (highlighted below).



Expression of Interest

- Lead by Squamish Nation and Nch'kay Development Corporation.
- Purpose of this EOI is to source Comprehensive Land Use Planning and Development Consultant services.
- Lead Consultant Team will assist the Nation and NDC with developing a Master Plan for the future use of the subject lands.
- This Master Plan must meet the collective interest of Squamish Nation Members, Nch'kay Development Corporation, and Hi'yám Housing.

Huy chxw a

(Thank you)



Skwxwú7mesh
Úxwúmixw

Squamish Nation



NCH'KAY'

Office of the Chair
Tel. 604-432-6215 or via Email
CAOAdministration@metrovancouver.org

March 30, 2023

File: PE-13-01

Chair Leonard Lee and Board of Directors
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V7Z 0A8
VIA EMAIL: info@scrd.ca

Dear Chair Lee and Board of Directors:

**Vision and Guiding Principles Engagement:
Metro Vancouver's Solid Waste Management Plan Update**

Metro Vancouver is updating its solid waste management plan, a long-term strategic plan that guides our region's policies and collective actions over the next decade and beyond. At this time, Metro Vancouver is launching engagement on the development of the vision and guiding principles for the updated plan, and would like to invite Sunshine Coast Regional District to provide feedback at this phase of the plan's development.

Solid Waste Management Plan Update

Regional districts are required by the Province to develop, and submit for approval, plans for the management of municipal solid waste and recyclable materials. Building on the strengths of the current *Integrated Solid Waste and Resource Management Plan* that was approved by the Province in 2011, Metro Vancouver will be updating its solid waste management plan and identifying opportunities to accelerate waste reduction and diversion. In doing so, significant consideration will be given to reducing greenhouse gases and promoting a circular economy. In the meantime, work to advance waste reduction and recycling in the region will continue to progress during the solid waste management plan update process.

Metro Vancouver conducted pre-engagement work in 2021 and continues to actively engage with governments – including First Nations and member jurisdictions – government agencies, waste and recycling industry, waste producers, businesses, communities of interest, and Metro Vancouver residents to guide updates to the plan over the next 2-3 years. An [Engagement Panel](#) supports the development and implementation of the public engagement program. The two [Advisory Committees](#), Solid Waste Management Plan Public/Technical Advisory Committee and Solid Waste and Recycling Industry Advisory Committee, provide ongoing advice and support.

58516279

The [engagement webpage](#) contains information on previous and current phases of engagement (visit metrovancover.org, and search 'solid waste management plan engagement').

Seeking Your Feedback - Vision and Guiding Principles

Metro Vancouver is engaging on the vision and guiding principles for the updated solid waste management plan. The vision and guiding principles will set the plan's foundation as well as direction, and reflect fundamental values that guide the plan's development and implementation. Inputs and inspiration will include existing vision statements and guiding principles from Metro Vancouver, the Province, and leading jurisdictions worldwide, complemented by engagement feedback.

Below are several opportunities available to provide feedback on the development of a vision and guiding principles for the updated solid waste management plan:

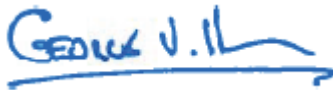
- Presentation to the Sunshine Coast Regional District Board.
- Meeting with Metro Vancouver.
- Meeting with Metro Vancouver's Independent Consultation and Engagement Panel.

In addition to the above options listed, Metro Vancouver will engage with Sunshine Coast Regional District at its preference.

If you have questions or comments about the review and update of Metro Vancouver's solid waste management plan, require additional information, or wish to schedule a meeting or presentation with Metro Vancouver or the Engagement Panel, please contact Paul Henderson, General Manager, Solid Waste Services, by email at Paul.Henderson@metrovancover.org.

Thank you in advance for your consideration.

Yours sincerely,



George V. Harvie
Chair, Metro Vancouver Board

GVH/SK/PH/sl



Sarah Kirby-Yung
Chair, Zero Waste Committee

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