



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, DECEMBER 12, 2019

AMENDED AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of November 28, 2019 Annex A
Pages 1 – 11

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

3. Rachel Yordy Annex B
Commencing Community Engagement Sessions on Reconciliation pp 12 – 13

REPORTS

4. Corporate and Administrative Services Committee recommendation Nos. 1-3, 5-6 and 8-11 of November 28, 2019 (*recommendation Nos. 4 and 7 previously adopted*) Annex C
pp 14 – 17
5. Special Infrastructure Services Committee recommendation Nos. 1-3 of December 3, 2019 Annex D
pp 18 – 19
- 5a. **⇒ADD** Planning and Community Development Committee recommendation Nos. 2-3, 10-12, and 15-16 of December 12, 2019 pp 19a-c
6. Corporate Officer – 2020 Board Appointments Annex E
pp 20 – 22
7. Corporate Officer – 2020 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) Annex F
pp 23 – 25
8. **⇒ADD** Chief Administrative Officer's Report of December 12, 2019 pp 25a-d

COMMUNICATIONS**MOTIONS****BYLAWS**

9. *Sunshine Coast Regional District Zoning Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019* – receipt of report Annex G
– **first, second, third reading and adoption** pp 26 – 28
(Voting – Electoral Area Directors – weighted vote – **A-2, B-2, D-2, E-2, F-2**)
10. *Sunshine Coast Regional District 2020 Revenue Anticipation Borrowing Bylaw No. 723, 2019* – receipt of report Annex H
– **first, second, third reading and adoption** pp 29 – 32
(Voting – All Directors – weighted vote: **A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1**)

DIRECTORS' REPORTS

Verbal

NEW BUSINESS**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (g), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “litigation or potential litigation affecting the municipality”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

ADJOURNMENT

Recommendation No. 2 *Pender Harbour and Area Residents Association (PHARA) request to amend the Dock Management Plan (DMP)*

THAT the SCRД support the Pender Harbour and Area Residents Association (PHARA) sending a request to amend the Dock Management Plan (DMP) to the shíshálh Nation Foundation Agreement's Shared Decision Making Working Group;

AND THAT the recommendation be forwarded to the Regular Board meeting of December 12, 2019.

Recommendation No. 3 *Review of OCP and Zoning Bylaw in Electoral Area A*

THAT staff be requested to review the Official Community Plan and Land Use Bylaws in Electoral Area A to determine amendments that could be implemented for the regulation of uses related to the foreshore, as informed by the potential future decisions of the Shared Decision Making process;

AND THAT the recommendation be forwarded to the Regular Board meeting of December 12, 2019.

Recommendation No. 10 *Provincial Referral for a Private Moorage 2412231 (Bessie)*

THAT the report titled Provincial Referral CRN00094 for a Private Moorage 2412231 (Bessie) – Electoral Area B be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, SCRД has no objections to the proposed residential private moorage fronting 9281 Truman Road or Lot 33, District Lot 2394, Plan VAP 13970 New Westminster District, Provincial Referral Number 2412231:

- a. SCRД will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;
- b. The proponent should implement both Provincial and shíshálh Nation's Best Management Practices for building and maintaining marine moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems, including;
 - Species At Risk and species of regional significance in or near the tenure area should be identified by dive assessment and protected;
 - This property and others nearby consider shared moorage facilities;
- c. Ensure that the shíshálh Nation is consulted and that all activities undertaken comply with the Heritage Protection Act.

AND THAT comments from the Halfmoon Bay Advisory Planning Commission be provided to the Ministry;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of December 12, 2019.

Recommendation No. 11 *Provincial Referral for a Private Moorage 2412264 (Shortt)*

THAT the report titled Provincial Referral CRN00093 for a Private Moorage 2412264 (Shortt) – Electoral Area A be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

Subject to the following conditions, SCRD has no objections to the proposed residential private moorage fronting District Lot REM3551, PID 015-871-002 New Westminster District, Provincial Referral Number 2412264):

- a. SCRD will require a building permit and/or a development variance permit if any structures are constructed to access the moorage facility;
- b. The proponent should implement both Provincial and shíshálh Nation's Best Management Practices for building and maintaining marine moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems, including:
 - Species At Risk and species of regional significance in or near the tenure area should be identified by dive assessment and protected;
- c. Ensure that the shíshálh Nation is consulted and that all activities undertaken comply with the Heritage Protection Act;

AND THAT comments from the Egmont / Pender Harbour Advisory Planning Commission be provided to the Ministry;

AND FURTHER THAT the recommendation be forwarded to the Regular Board meeting of December 12, 2019.

Recommendation No. 12 *Provincial Referral for a Private Moorage 2412002 (Kelemen)*

THAT the report titled Provincial Referral CRN00092 for a Private Moorage 2412002 (Kelemen) – Electoral Area B be received;

AND THAT the following comments be forwarded to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development:

SCRD does not support the current private moorage application fronting Lot 45, District Lot 1488, Plan LMP 32269 New Westminster District, Provincial Referral Number 2412002.

AND THAT any updated or future application is recommended to ensure that:

- a. The Provincial policy of a maximum of one moorage facility per property is maintained;
- b. The applicant discuss proposals with neighbours who share the cove;
- c. The application align with the Provincial and shíshálh Nation's Best Management Practices for building and maintaining marine moorage facilities and in particular the most stringent of any overlapping policy to protect the foreshore ecosystems, including:
 - Species At Risk and species of regional significance in or near the tenure area should be identified by dive assessment and protected;

- This property and others nearby consider shared moorage facilities;
- d. The shíshálh Nation is consulted and that all activities undertaken comply with the Heritage Protection Act;

AND THAT comments from the Halfmoon Bay Advisory Planning Commission be provided to the Ministry;

AND FURTHER THAT the recommendations be forwarded to the Regular Board meeting of December 12, 2019.

Recommendation No. 15 *Request For Proposal 19 399 Youth Centre Services Contract Award*

THAT the staff report titled RFP 19 399 Youth Centre Services Contract Award Report be received;

AND THAT a contract be awarded to The YMCA of Greater Vancouver for the total value of \$142,274 (before GST);

AND THAT the [670] Regional Recreation Programs operating budget be increased by \$4,014 in 2020, \$1,381 in 2021 and \$1,422 in 2022, funded from taxation;

AND THAT the 2020-2024 Financial Plan be updated accordingly;

AND FURTHER THAT the recommendation be forwarded to the Regular Board Meeting of December 12, 2019.

Recommendation No. 16 *Request for Proposal 1934501 Halkett Bay Dock Upgrade Repairs*

THAT the staff report titled Request for Proposal (RFP) 1934501 Halkett Bay Dock Upgrade Repairs be received;

AND THAT the Halkett Bay Dock Upgrade Repair contract be awarded to Pacific Industrial Marine Ltd. in an amount of up to \$360,666 (excluding GST);

AND THAT the combined Ports Capital Renewal Plan project budget for Halkett Bay and West Bay be increased by \$65,406 from \$386,260 to \$447,666, funded from capital reserves;

AND THAT the 2019-2023 Financial Plan be amended accordingly;

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

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of December 12, 2019.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – December 12, 2019

AUTHOR: Mark Brown, Interim Chief Administrative Officer

SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT

RECOMMENDATION

THAT the December 12, 2019 Chief Administrative Officer's Report be received for information.

BACKGROUND

This Chief Administrative Officer's (CAO) report provides information to the Board on the recent activities of the Sunshine Coast Regional District.

DISCUSSION

Administration:

CAO Recruitment

The Board has now concluded the recruitment process for the new Chief Administrative Officer (CAO) for the SCRD. On November 5, 2019, it was announced that Dean McKinley has been appointed as the CAO, effective January 6, 2020.

During the past three years, Mr. McKinley has been serving as the CAO for the District of Mackenzie and prior to that he worked for nearly nine years as the Director, Economic Development, with the Northern Development Initiative Trust.

Dean's other work experience has included several years of management consulting as well as a variety of management roles with the Province of BC including Recreation Manager, Ambulance Unit Chief, and Commercial Recreation Manager with the Ministry of Tourism, Sport and the Arts.

Interim CAO, Mark Brown has agreed to remain at the SCRD for the first two weeks of January 2020, in order to provide time for transition for Dean to assume the CAO duties and responsibilities of the SCRD.

Safety Award

The SCRD received the 'Honourable Mention – Regional Government' award for our efforts during the 2019 National Occupational Safety and Health (NAOSH) Week. The award was presented on November 28, 2019 at the annual Safety Forum and Awards Dinner in Burnaby, BC. The SCRD was honoured with this award in 2015, 2016, and 2017 (along with Most Innovative), and received the 'Overall Winner, Regional Government' in 2018.

Gerry Parker, Senior Manager, Human Resources wished to convey the following: "I'm so very proud of the team and the efforts put forward by this year's committee and really appreciate everyone's contributions and the support provided by the Board, the Senior Leadership Team, and all staff that participated. Congratulations to the committee and thanks for the support from everyone!"

GFOA Award

The Government Finance Officers Association of the United States and Canada (GFOA) announced that the SCRD, has received the GFOA's 'Distinguished Budget Presentation Award' for its 2019-2023 budget document. A Certificate of Recognition for Budget Presentation has been presented to the Corporate Services Department. The award represents a significant achievement by the organization and reflects the commitment of the Board and staff to meeting the highest principles of governmental budgeting. In order to receive this award, the SCRD had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as: a policy document, financial plan, operations guide and a communications device. There are over 1,600 participants in the Budget Awards Program and award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Tina Perreault, General Manager, Corporate Services and Chief Financial Officer stated the following: "Achievement of this award demonstrates the SCRD's commitment to high financial reporting and transparency. A special thank you to our staff, which has shown their commitment in making sure that our residents are informed with quality financial documents."

Budget

December 4, 5 and 6 were the dates that the Board was presented with the Round 1 budget proposals and service plans. The effort and work involved by all staff to prepare the numerous documents in a compressed time schedule was significant and was very much appreciated by myself and Tina Perreault. It was also very helpful to have the comprehensive background information to enable the Board to review the budget items in advance and therefore be able to follow up with pertinent questions and make more informed decisions. Thank you to everyone.

STRATEGIC PLAN AND RELATED POLICIES

The Board's 2019 - 2023 Strategic Plan document contains five strategic focus areas: Engagement & Communications, Infrastructure Management, Regional Collaboration & Partnerships, Climate Change & Resilience and Advocacy. The following information is provided regarding initiatives that were undertaken recently in accordance with the SCRD Strategic Plan:

Engagement and Communications:

Robyn Cooper, Manager of Solid Waste Programs, was invited to be a presenter at the 'Tackling Plastics Business Forum event hosted by a committee of volunteers held at Sunshine Coast Golf Course in Roberts Creek on November 8, 2019. The event involved a series of speakers, followed by break out groups that brainstormed what next steps could be taken on the Sunshine Coast in terms of reducing waste and single-use plastics.

Approximately 40 people attended including, MLA Nicholas Simons, Keith Julius from shíshálh Nation, Councillors from the Town of Gibsons, (as well as Silas White who provided an update on the status of Gibsons bag ban bylaw), planning staff from the District of Sechelt, Tyler Nygaard, owner of Gibsons Recycling Depot, and other individuals involved in the business sector. The presentation included:

- Governance of solid waste (basically which levels of government can regulate businesses and/or the environment)
- SCRD Solid Waste services – (including why businesses cannot use SCRD depots)
- What's in our garbage – 2014 and 2015 waste composition study results
- SCRD's Board Advocacy in 2019

Infrastructure Management:

The Infrastructure Services Committee Meeting held on November 21 contained an agenda outlining major Capital Water Projects including the results of the raw water reservoir feasibility study, groundwater investigation project update, as well as strategic plan initiatives proposed by the Infrastructure Services Department. The Board, staff and consultants have accomplished a significant amount of work to date that is required to assess the various options for pursuing additional water supply for the Coast.

Regional Collaboration and Partnerships:

Since the October 24, 2019 CAO Board Report, the Interim CAO continues to dialogue with SCRD local governments, agencies and community partners. I have ongoing scheduled bi-weekly meetings with the CAO's of the SCRD member municipalities wherein topics of mutual concern are discussed. At our upcoming meeting on December 18 we will be meeting with Colin Stansfield, Executive Director of SCREDO, to discuss the SCREDO renewal terms for the agreement that expires on December 31, 2020.

The Field Users Meeting was held November 12, 2019. Staff met with the Better Fields Committee (Silas White, Warren Brander, Grant Marshall, Dave Robens, Ed Penaud). The proposed date for the follow up meeting is January 27, 2020 6:00 pm to 8:00 pm. Central location to be confirmed. Invitees for that meeting will consist of field staff from the District of Sechelt, shíshálh Nation, Town of Gibsons, Sunshine Coast Regional District, School District No. 46, the Better Fields Committee as well as other field group representatives.

Climate Change and Resilience:

Staff attended a legal seminar dealing with Local Government Powers as they pertain to Climate Change and Adaptation. Areas covered included: Buildings – Energy and GHG emissions, Land Use, Transportation, Procurement, as well as Fleets and Facilities.

Buildings – presentation included information on the new province of BC Step Code legislation that provides for 5-step performance-based energy targets. It was suggested to require Step 1 in building bylaws as soon as possible to familiarizes builders with the performance pathway approach and transition to step 3 before the BC Code requires this by 2022. There is grant funding available from BC Hydro/Fortis BC to offset the costs of energy advisors.

Land Use and Transportation – focused on encouraging integrated community sustainability planning that results in development that meets the needs of the present without compromising future generations. OCP policies can address environment, ecosystems, biological diversity, social well-being, regional context, farmland, land use, infrastructure, transportation as well as GHG reduction. Adoption of regional growth strategies was encouraged to promote settlement that is socially, economically, environmentally healthy and to reduce urban sprawl, vehicle use, pollution as well as protect water and environmentally sensitive areas. Strategies included: green belts, density clustering and urban containment boundaries to encourage more compact communities. Legal tools included zoning, subdivision, bonusing density or transferring density as incentives; clustering; mixing uses; and also increasing densities in relation to transit/transportation and infrastructure.

Procurement and Fleets and Facilities - related to social procurement policies, electrification of vehicles and Green/LEED buildings.

Advocacy:

UBCM FLNRORD follow up meeting was held on December 9, 2019. Attendees included the following: Allan Johnsrude (FLNRORD), Kevin Haberl (FLNRORD), Tonianne Mynen (FLNRORD), By Phone: Derek Lefler (FLNRORD), Paul Carey (MIRR), Jasmine Paul (shíshálh Nation), Chris August (shíshálh Nation), SCRD Directors, Lori Pratt, Mark Hiltz, Len Lee, Andreas Tize, Donna McMahon, Darnelda Siegers, Alton Toth, Keith Julius and staff Mark Brown, Ian Hall, Remko Rosenboom. Topics discussed: Foundation Agreement and Implementation of the Pender Harbour Dock Management Plan (presentation and dialogue, and information sharing on the Provincial Referral Process.

CONCLUSION

The CAO report summarizes key initiatives and activities that align with the priorities of the 2019 - 2023 Strategic Plan and the Board's direction.