



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, OCTOBER 24, 2019

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of October 10, 2019

Annex A
Pages 1-19

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

3. Planning and Community Development Committee recommendation Nos. 1, 3, 5-8, 10 and 14-21 of October 10, 2019 (*recommendation Nos. 2, 4, 9, 11, 12 and 13 previously adopted*)

Annex B
pp 20 – 25

4. Infrastructure Services Committee recommendation Nos. 1-10 of October 17, 2019

Annex C
pp 26 – 29

5. Chief Administrative Officer's Report of October 24, 2019

Annex D
pp 30 – 32

COMMUNICATIONS

MOTIONS

BYLAWS

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), (d), (e), (i), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the security of the property of the municipality”, “the acquisition, disposition, or expropriation of land...”, “litigation or potential litigation...”, “the receipt of advice that is subject to solicitor-client privilege...”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, “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

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to November 15, 2019)

Agricultural Advisory Committee (AAC)	October 22 at 3:30 pm
Halfmoon Bay (Area B) Advisory Planning Commission	October 22 at 7:00 pm
Elphinstone (Area E) Advisory Planning Commission	October 23 at 7:00 pm
Corporate and Administrative Services Committee	October 24 at 9:30 am
Regular Board	October 24 at 1:30 pm
Egmont/Pender Harbour (Area A) Advisory Planning Commission	October 30 at 7:00 pm
Special Corporate and Administrative Services – Libraries	October 31 at 9:30 am
Regional Hospital District	October 31 to follow Special CAS
Planning and Community Development Committee	November 14 at 9:30 am
Regular Board	November 14 at 1:30 pm

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

Public Consultation on Drought Approach 2019	October 23 4:30 pm
Howe Sound Community Forum	October 25 at 10:30 am
Public Consultation on Drought Approach 2019	October 28 at 5:00 pm

Please note: Meeting dates are current as of print date (October 18, 2019).



SUNSHINE COAST REGIONAL DISTRICT

October 10, 2019

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

PRESENT:	Chair	Electoral Area B	L. Pratt
	Directors	Electoral Area A	L. Lee
		Electoral Area D	T. Howard (Alt.)
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		District of Sechelt	T. Lamb
	Town of Gibsons	B. Beamish	
ALSO PRESENT:	Interim Chief Administrative Officer		M. Brown
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	Senior Manager, Human Resources		G. Parker (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		2
Public		6	

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

238/19 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes It was moved and seconded

239/19 THAT the Regular Board meeting minutes of September 12, 2019 be adopted.

CARRIED

PRESENTATIONS AND DELEGATIONS

Dave Robens and Grant Marshall, Better Fields Committee, addressed the Board to request a revision of the Regional District's Strategic Plan to set improvements to the Sunshine Coast's playing fields as a clear priority.

Playing Fields It was moved and seconded

240/19 THAT staff bring forward a report with updated cost estimates for options 2, 3 and 4 identified in the May 25, 2007 report from Binnie & Associates entitled "Drainage at Shirley Macey Fields", a recommendation from staff as to the preferred option for improving drainage on the Shirley Macey fields, and an overview of the scope and timing of the work required to implement the recommended option.

CARRIED

Playing Fields It was moved and seconded

241/19 THAT staff bring forward a report before Round 1 Budget on potential options to address the Better Fields Committee suggestions as follows:

- Support an intergovernmental ad-hoc committee of personnel in charge of field maintenance from all local governments and School District No. 46 (Sunshine Coast) (SD46), with community representation from the user groups, to meet at least once every two months.
- Ensure outside advice regarding field maintenance is pursued and embraced, ideally on a coordinated, intergovernmental basis via the ad-hoc committee.
- Review the past reports included in this agenda, including the Binnie report from 12 years ago and the December 2014 report that states "professional opinion states that the fields should be properly redone with the correct sand to resolve drainage issues."
- At this board meeting, pass a motion requesting SCRD staff to prepare 2020 budget proposals to address this work, particularly at Shirley Macey.
- For this year, focus temporary remediation efforts on Cliff Gilker rather than Shirley Macey which requires long-term remediation.
- Vigorously pursue purchase of necessary equipment amongst the four local governments and SD46. Figure out a cost-sharing arrangement and share these assets.
- Revitalize the Joint Use function to modestly fund enhanced maintenance for community use of SD46 fields in the 2020 budget.

CARRIED

REPORTS

Planning

It was moved and seconded

242/19

THAT Planning and Community Development Committee recommendation Nos. 1-2, 5-10, 14-19, 21-24, 26 and 28 of September 12, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Community Foundation*

THAT the delegation materials from Wendy Francis, Executive Director, Sunshine Coast Community Foundation be received.

Recommendation No. 2 *Delegation Materials – Caitlin Hicks*

THAT the delegation materials, delegation speaking notes and neighbourhood petition provided by Ms. Hicks be received.

Recommendation No. 5 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018 (Topping – 2720 Lower Rd) Consideration of Third Reading and Adoption be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018* be forwarded to the Board for Third Reading;

AND FURTHER THAT prior to consideration of adoption of *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.179, 2018*, the following condition be met:

- Approval by the Ministry of Transportation and Infrastructure pursuant to Section 52 of the *Transportation Act*.

Recommendation No. 6 *Development Variance Permit DVP00043 (Wright)*

THAT the report titled Development Variance Permit DVP00043 (Wright) – Electoral Area F be received;

AND THAT consideration of Development Variance Permit DVP00043 be deferred to allow staff to gather further information from the Ministry of Transportation and Infrastructure regarding the impacts of the retaining wall on a future potential bike path.

242/19 cont.

Recommendation No. 7 *Squamish-Lillooet Regional District
Regional Growth Strategy Amendment Bylaw Referral*

THAT the report titled Referral – Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw 1562-2018 be received;

AND THAT the SCRD respond to the Squamish-Lillooet Regional District indicating acceptance of Regional Growth Strategy Amendment Bylaw 1562-2018.

Recommendation No. 8 *Active Transportation Infrastructure
Planning and Approvals on BC Provincial Highways*

THAT the report titled Active Transportation Infrastructure Planning and Approvals on BC Provincial Highways - Ministry of Transportation and Infrastructure be received as information.

Recommendation No. 9 *Crab Road Beach Access Enhancement
Opportunities*

THAT the report titled Crab Road Beach Access Enhancement Opportunities be received;

AND THAT the following actions be undertaken in Q4 2019:

1. Follow up with the Crab Road neighbourhood summarizing recommendations and next steps;
2. Contact MOTI to coordinate removal of debris and dead standing trees within right of way, and determine possible encroachment onto right of way by adjacent landowners and strategies to define the boundaries;
3. Install an etiquette sign at the beach access;

AND FURTHER THAT this report be provided to the Electoral Area B Advisory Planning Commission as information.

Recommendation No. 10 *Egmont School/Egmont Park License
Agreement with School District 46*

THAT the report titled Egmont School/Egmont Park License Agreement with School District 46 be received;

AND THAT the delegated authorities be authorized to sign the License Agreement between the SCRD and School District 46.

Recommendation No. 14 *Policing and Public Safety Committee
Minutes of July 18, 2019*

THAT the Sunshine Coast Policing and Public Safety Committee minutes of July 18, 2019 be received;

242/19 cont.

AND THAT the Sunshine Coast Policing and Public Safety Committee minutes of July 18, 2019 be corrected to remove Sue Girard, SD46 Trustee as being present at the meeting;

AND FURTHER THAT the Sunshine Coast Policing and Public Safety Committee Recommendation No. 6 of July 18, 2019 be acted upon as follows:

Recommendation No. 6 *Letter to Treasury Board for RCMP Living Subsidy*

THAT the SCRD Board send a letter to the Treasury Board to request that RCMP members on the Sunshine Coast receive a cost of living subsidy to mitigate the high cost of housing and transportation costs in order to attract and retain officers.

Recommendation No. 15 *Storage Facility Site for Abandoned RV Campers/Vehicles*

THAT Recommendation No. 7 of the Sunshine Coast Policing and Public Safety Committee minutes of July 18, 2019 be acted upon as amended, as follows:

Recommendation No. 7 *Storage Facility Site for Abandoned RV Campers/Vehicles*

THAT staff, *in cooperation with municipalities and RCMP*, investigate the immediate and mid-term potential storage facility site and disposal options for abandoned RV campers / vehicles that the RCMP requires be towed.

AND THAT a resolution regarding abandoned vehicles be brought forward for consideration at the Association of Vancouver Island and Coastal Communities (AVICC) Convention in 2020.

Recommendation No. 16 *Additional RCMP staffing for the rural areas*

THAT Recommendation No. 8 of the Sunshine Coast Policing and Public Safety Committee minutes of July 18, 2019 be acted upon as follows:

Recommendation No. 8 *Meeting with Ministry Staff*

THAT a meeting at the Union of BC Municipalities (UBCM) convention with Ministry of Public Safety and Solicitor General staff be requested to discuss additional RCMP staffing for the rural areas.

Recommendation No. 17 *TAC Minutes of July 18, 2019*

THAT the Transportation Advisory Committee minutes of July 18, 2019 be received;

AND THAT the recommendations contained therein be acted upon as amended, as follows:

242/19 cont.

Recommendation No. 2 *Park and Ride Options*

THAT the report titled Park and Ride Options be received;

AND THAT a park and ride facility location and design be explored with the community in 2019/2020 as part of planned survey research to update Transit Future Plan priorities.

Recommendation No. 7 *Speed Survey*

THAT the SCRD send a letter to the Ministry of Transportation and Infrastructure requesting that the speed limit for the portion of the Sunshine Coast highway near the Woodcreek Park area be reduced to 60 kilometers per hour.

Recommendation No. 18 *AAC Minutes of July 23, 2019*

THAT the Agricultural Advisory Committee minutes of July 23, 2019 be received;

AND THAT Agricultural Advisory Committee Recommendation No. 2 of July 23, 2019 be acted upon as amended, as follows:

Recommendation No. 2 *Emergency Planning for Farmers and People with Livestock*

THAT information regarding emergency planning for farmers and people with livestock be provided to the Agricultural Advisory Committee at a future meeting;

AND THAT the SCRD Manager, Protective Services be invited to attend a future Agricultural Advisory Committee meeting regarding emergency planning for farmers and people with livestock;

AND FURTHER THAT Agricultural Advisory Committee Recommendation No. 3 of July 23, 2019 be referred back to the Agricultural Advisory Committee for clarification on the Notice of Motion as follows:

Recommendation No. 3 *Notice of Motion regarding Glyphosate ban*

THAT the Notice of Motion and supporting documentation submitted by Raquel Kolof be an agenda item on the September 24, 2019 Agricultural Advisory Committee meeting for discussion, as follows:

Motion: Given that glyphosate, the primary ingredient in the weed-killer Roundup, presents both a human health risk and an ecological/wildfire risk, the AAC ask that the SCRD requests that the Provincial Government ban Glyphosate, the controversial herbicide, at the annual conference of the Union of B.C. Municipalities (UBCM) in September 2019, until the Province has done a thorough scientific and legal study of its safety.

242/19 cont.

Recommendation No. 19 *Area A APC Minutes of July 31, 2019*

THAT the Egmont/ Pender Harbour Advisory Planning Commission minutes of July 31, 2019 be received.

Recommendation No. 21 *Area D APC Minutes of July 15, 2019*

THAT the Roberts Creek Advisory Planning Commission minutes of July 15, 2019 be received.

Recommendation No. 22 *Area F APC Minutes of July 23, 2019*

THAT the West Howe Sound Advisory Planning Commission minutes of July 23, 2019 be received.

Recommendation No. 23 *Howe Sound Community Forum Invitation – October 25, 2019*

THAT the correspondence from Mayor Karen Elliot, District of Squamish, dated July 31, 2019 regarding Howe Sound Community Forum Invitation (October 25, 2019) be received;

AND THAT travel expenses and stipend be paid for Directors authorized to attend the Howe Sound Community Forum on October 25, 2019.

Recommendation No. 24 *Letter from Union of BC Municipalities Green Communities Committee*

THAT the correspondence from Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing and Gary MacIsaac, Executive Director, Union of BC Municipalities Green Communities Committee, dated August 15, 2019 regarding SCRDC achievement for Climate Action Recognition Program be received.

Recommendation No. 26 *Ministry of Agriculture Discussion paper Class D Licences*

THAT the correspondence from the Ministry of Agriculture, discussion paper to solicit feedback from local government about Class D Licences, dated July 29, 2019 be received.

Recommendation No. 28 *In-Camera Planning and Community Development Committee*

THAT the In-Camera Planning and Community Development agenda items be referred to the September 12, 2019 In-Camera Board meeting.

CARRIED

Planning

It was moved and seconded

243/19

THAT Planning and Community Development Committee recommendation No. 3 of September 12, 2019 be received, adopted and acted upon as amended, as follows:

Recommendation No. 3 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019 (Jacobs – 2723 Toni Rd) Consideration of Second Reading – Electoral Area D be received;

AND THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment No. 310.185, 2019* be referred to the October 10, 2019 Planning and Community Development Committee meeting in order to allow for further discussion between the applicant and staff;

AND THAT a Public Hearing to consider Amendment Bylaws No. 641.12 and 310.185 be postponed to a later date to be confirmed;

AND THAT Director McMahon be delegated as the Chair and Director Tize be delegated as the Alternate Chair for the Public Hearing;

AND FURTHER THAT the staff report be forwarded to the Roberts Creek Official Community Plan Committee for discussion.

CARRIED

Infrastructure

It was moved and seconded

244/19

THAT Infrastructure Services Committee recommendation Nos. 1-13 of September 19, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Water Supply Update*

THAT a letter be sent to the Department of Environment and Climate Change Canada requesting that all Sunshine Coast weather stations be brought on-line as soon as possible.

Recommendation No. 2 *Water Supply Expansion Projects – Funding Considerations*

THAT the report titled Water Supply Expansion Projects – Funding Considerations be received.

244/19 cont.

Recommendation No. 3 *Transit Fare Review 2019*

THAT the report titled Transit Fare Review 2019 be received for information;

AND THAT BC Transit be requested to undertake a Fare Review and the results be presented at a Committee meeting in Q1 2020;

AND FURTHER THAT staff investigate a mechanism to move forward with discounted youth and family passes for transit to be implemented before the end of 2019 and bring back a report to the Board with the steps and cost implications.

Recommendation No. 4 *School District 46 Collaboration*

THAT the SCR D Board Chair and Vice Chair meet with School District 46 to discuss youth transportation.

Recommendation No. 5 *2020-2021 Transit Expansion Memorandum of Understanding*

THAT the report titled 2020-2021 Transit Expansion Memorandum of Understanding be received;

AND THAT staff work with BC Transit to research options and resources required to implement service expansions in 2021-2022 and report back to the Board in Q1 2020;

AND FURTHER THAT staff work with BC Transit to develop a project plan to update the Transit Future Plan to guide future expansion decisions.

Recommendation No. 6 *Rural Areas Curbside Food Waste Collection Services Financial Considerations*

THAT the report titled Rural Areas Curbside Food Waste Collection Services Financial Considerations be received;

AND THAT the base budget for Function 355 Refuse Collection be increased by \$385,900 based on the estimated net increase to operating and overhead costs required to fund a weekly curbside food waste collection service and bi-weekly garbage collection service beginning in 2020;

AND THAT the increase for 2020 be pro-rated at \$231,100 based on an anticipated mid-year start date for the change in service;

AND THAT the increase be funded through additional user fee revenue subject to results of an RFP and amendment of SCR D Waste Collection Bylaw No. 431;

AND FURTHER THAT the Financial Plan 2019-2023 be amended accordingly.

244/19 cont.

Recommendation No. 7 *Garbage Collection by Folio Count*

THAT the handout circulated at the meeting titled Folio Count for Garbage Collection be received.

Recommendation No. 8 *Food Waste Drop-off Program Considerations*

THAT the report titled Food Waste Drop-off Program Considerations be received for information;

AND THAT staff prepare a 2020 Budget Proposal for three food waste drop-off sites for residents and small businesses funded from taxation with a volume restriction of 50L.

Recommendation No. 9 *Process and Implications of Establishing a Curbside Recycling Service for Electoral Areas B and D*

THAT the staff report on Process and Implications for Establishing a Curbside Recycling Service in Electoral Areas B and D be referred to the September 19, 2019 Corporate and Administrative Services Committee meeting.

Recommendation No. 10 *BC Recycling Regulation and the ICI sector*

THAT the correspondence from the Ministry of Environment and Climate Change Strategy regarding expansion of the BC Recycling Regulation to include the Industrial, Commercial and Institutional (ICI) sector be received.

Recommendation No. 11 *Youth Transit Fares*

THAT the correspondence from Cayce Laviolette regarding youth transit fares be received.

Recommendation No. 12 *Youth Transit Fares*

THAT the correspondence from Brian Smith regarding youth transit fares be received.

Recommendation No. 13 *Youth Transit Fares*

THAT the correspondence from Marah and John Farmer regarding youth transit fares be received.

CARRIED

Corporate

It was moved and seconded

245/19

THAT Corporate and Administrative Services Committee recommendation Nos. 1-14 of September 19, 2019 be received, adopted and acted upon as follows:

245/19 cont.

Recommendation No. 1 *Sechelt Public Library Presentation and Information*

THAT the presentation from the Sechelt Public Library titled Five Year Funding and the additional information regarding Library Funding 2009-2019 pertaining to 10 years of approved funding for both Gibsons and District Public Library and Sechelt Public Library be received.

Recommendation No. 2 *Sechelt Public Library Draft Funding and Service Agreement*

THAT the report titled Sechelt Public Library Draft Funding and Service Agreement be received;

AND THAT a Special Corporate and Administrative Services Committee meeting be scheduled as soon as possible after September 27, 2019 to discuss current libraries' funding models and apportionment, and review current bylaw allocations.

Recommendation No. 3 *Budget Project Status Report*

THAT the report titled Budget Project Status Report – September 2019 be received.

Recommendation No. 4 *2020-2024 Financial Plan Process and Timetable*

THAT the report titled 2020-2024 Financial Plan Process and Timetable be received;

AND THAT the 2020-2024 Financial Plan process and timetable be approved as presented.

Recommendation No. 5 *Extraordinary Meetings Remuneration Review*

THAT the report titled Extraordinary Meetings Remuneration Review be received;

AND THAT a stipend be paid for Directors Beamish, Hiltz, Lamb, Lee, McMahon, Pratt and Siegers' attendance at the Squamish Territory Leadership Forum on March 15, 2019;

AND THAT a stipend be paid for Director Pratt's attendance at the Regional District Chairs / Chief Administrative Officer Forum on March 26, 2019;

AND THAT a stipend be paid for Directors Hiltz, McMahon, Tize and Alternate Director Marteinson's attendance at the Howe Sound Community Forum on April 26, 2019;

245/19 cont.

AND THAT a stipend be paid for Directors Hiltz, Lee, McMahon, Pratt and Tize's attendance at the Agricultural Land Commission Regional Seminar on May 22, 2019;

AND THAT a stipend be paid for Directors Beamish, Hiltz, Lee, McMahon, Pratt and Siegers' attendance at the SCR D Water Dialogues in Sechelt on June 3, 2019;

AND THAT a stipend be paid for Directors Hiltz, Lamb, Lee, Pratt and Siegers' attendance at the SCR D Water Dialogues in Sechelt on June 4, 2019;

AND THAT a stipend be paid for Directors Pratt and Siegers' attendance at the Mayors, Chair, Chief and Detachment Commander Breakfast Meeting on June 5, 2019;

AND THAT a stipend be paid for Directors Beamish, Hiltz, Lee, McMahon, and Pratt's attendance at the SCR D Water Dialogues in Gibsons on June 5, 2019;

AND THAT a stipend be paid for Directors Beamish, Hiltz, Lamb, Lee, McMahon, Pratt and Siegers' attendance at the Interim Chief Administrative Officer Interviews on July 3, 2019;

AND THAT a stipend be paid for Directors Beamish, Hiltz, Lee, McMahon, Pratt and Tize's attendance at the Breakfast with shíshálh Nation Chief on July 11, 2019;

AND FURTHER THAT a stipend be paid for Directors Beamish, Hiltz, Lee, McMahon, Pratt and Siegers' attendance at the Grant Smith, Waterhouse Executive Recruitment – Chief Administrative Officer Recruitment meeting on July 11, 2019.

Recommendation No. 6 *Remuneration Structure Review Task Force*

THAT the Sunshine Coast Regional District (SCR D) strike an independent task force to review Directors' Remuneration Bylaw No. 636, based on best practices identified in the Union of British Columbia Municipalities Council and Board Remuneration Guide;

AND THAT the task force specifically consider the structure of remuneration (e.g. payments per meeting, stipends, meetings over 3 hours), and the roles, responsibilities and workload of rural directors.

Recommendation No. 7 *2020 Meeting Schedule*

THAT the report titled 2020 Meeting Schedule be received;

AND THAT the 2020 Meeting Schedule be adopted as presented.

245/19 cont.

Recommendation No. 8 *Process and Implications of Establishing a Curbside Recycling Service for Electoral Areas B and D*

THAT the report titled Process and Implications of Establishing a Curbside Recycling Service for Electoral Areas B and D be received;

AND THAT the Sunshine Coast Regional District (SCRD) proceed with the establishment of a manual curbside collection service for Electoral Areas B and D to commence in early 2020, funded from reserves in Electoral Areas B Feasibility [152] and Electoral Area D Feasibility [153];

AND FURTHER THAT the 2020-2024 Financial Plan be amended accordingly.

Recommendation No. 9 *Award Report for Request for Proposal 1911701 Cellular Mobility Voice, Data, and Device Services*

THAT the report titled Award Report for Request for Proposal (RFP) 1911701 Cellular Mobility Voice, Data, and Device Services be received;

AND THAT a 3 year contract for cellular and device services be awarded to TELUS for total contract value of \$102,440 (plus applicable taxes);

AND FURTHER THAT the Sunshine Coast Regional District's delegated authorities be authorized to execute the contract.

Recommendation No. 10 *Grants Status Update*

THAT the report titled Grants Status Update be received;

AND THAT the project funding for the Granthams Community Hall Renovation be updated to incorporate Canadian Cultural Spaces Funding of \$235,414 with offsetting reductions to Short Term borrowing of \$100,000 and Area F Gas Tax Community Works Fund of \$135,414;

AND FURTHER THAT the 2019-2023 Financial Plan be amended accordingly.

Recommendation No. 11 *Sunshine Coast Conservation Association Rural Areas' Grant-in-Aid Request for Streamkeepers Training*

THAT the report titled Sunshine Coast Conservation Association Rural Areas' Grant-in-Aid Request for Streamkeepers Training be received;

AND THAT the Sunshine Coast Conservation Association be funded \$1,000 from Rural Areas' Grant-in-Aid functions as follows:

- \$250 from Electoral Area D [127]
- \$510 from Electoral Area E [128]
- \$240 from Electoral Area F [129].

245/19 cont. **Recommendation No. 12** *Coast Rogue Arts Society – Request for Support*

THAT the report titled Coast Rogue Arts Society – Request for Support be received;

AND THAT the Sunshine Coast Regional District provide acknowledgement of grant in 2019, and support for the Coast Rogue Arts Society's Canadian Heritage grant application for the 2020 Rogue Arts Festival, by the September 29, 2019 deadline.

Recommendation No. 13 *Roberts Creek Community Association – Request for Support*

THAT the correspondence from the Roberts Creek Community Association be received;

AND THAT the Sunshine Coast Regional District provide acknowledgement of grant paid in 2019, and support for the Roberts Creek Community Association's Canadian Heritage grant application for the 2020 Roberts Creek Daze, by the September 29, 2019 deadline.

Recommendation No. 14 *Refer Discussion Regarding Proposed Supportive Housing Project*

THAT the topic of Proposed Supportive Housing Project at the former Gibsons RCMP Station, which is scheduled for a Town of Gibsons Public Hearing on October 17, 2019, be referred to the October 10, 2019 Planning and Development Committee Meeting.

CARRIED

Planning **It was moved and seconded**

246/19 THAT Planning and Community Development Committee recommendation Nos. 9, 11, 12, and 13 of October 10, 2019 be received, adopted and acted upon as follows:

Recommendation No. 9 *SCRD Advisory Committees' Comments on BCTS 2019-2023 Operation Plans*

THAT the report titled Advisory Committees' Comments on BCTS 2019-2023 Operation Plans be received;

AND THAT the staff report with Advisory Committee comments be forwarded to BC Timber Sales in response to the BCTS 2019-2023 Operations Plan referral.

Recommendation No. 11 *Feedback to Ministry of Agriculture – Class D Slaughter Licence*

THAT the report titled Feedback to Ministry of Agriculture – Class D Slaughter Licence be received;

246/19 cont.

AND THAT SCRD respond to the Ministry of Agriculture indicating support for expanding Class D licence areas and for permitting the retail sale of Class D license inspected meat in adjacent regions.

Recommendation No. 12 *Request for Proposal (RFP) 1935001 Contract Award Green Waste Container and Hauling Services*

THAT the report titled Request for Proposal (RFP) 1935001 Contract Award Green Waste Container and Hauling Services be received;

AND THAT the contract for Green Waste Container and Hauling Services be awarded to Waste Management of Canada Corporation in the amount up to \$264,743 (plus GST);

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

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

Recommendation No. 13 *Community Emergency Preparedness Fund Grant Application*

THAT the report titled Community Emergency Preparedness Fund – Volunteer & Composite Fire Department Training & Equipment Grant Application be received;

AND THAT an application be submitted on behalf of the four SCRD fire departments to the 2019 Community Emergency Preparedness Fund - Volunteer & Composite Fire Department Training & Equipment funding stream for the purchase of wildland urban firefighting equipment and facilitation of 'team leader' training in accordance with provincial standards.

CARRIED

Planning

It was moved and seconded

247/19

THAT Planning and Community Development Committee recommendation No. 2 of October 10, 2019 be received, adopted and acted upon as follows:

Recommendation No. 2 *Sunshine Coast Affordable Housing Society*

THAT the delegation materials from the Sunshine Coast Affordable Housing Society be received;

AND THAT the Sunshine Coast Affordable Housing Society delegation materials be referred to staff and that a proposal for an SCRD sponsored Affordable Housing Conference be brought back to a future Committee.

CARRIED

Director Beamish declared a conflict of interest and left the meeting at 2:38 p.m. due to the recommendation being the subject of a public hearing within the Town of Gibsons.

Planning **It was moved and seconded**

248/19 THAT Planning and Community Development Committee recommendation No. 4 of October 10, 2019 be received, adopted and acted upon as follows:

Recommendation No. 4 *Supportive Housing Project at former Gibsons RCMP Station*

THAT the SCRD send a letter of support for the proposed supportive housing project in the Town of Gibsons.

CARRIED

Director Beamish returned to the meeting at 2:39 p.m.

CAO Report **It was moved and seconded**

249/19 THAT the report titled 2019-2023 Amended Draft Strategic Plan be received;

AND THAT the 2019-2023 Strategic Plan be adopted as presented;

AND FURTHER THAT the rural Directors report back to their Advisory Planning Commissions to acknowledge their feedback and address any concerns with the Strategic Plan.

CARRIED

MOTIONS

Appointments **It was moved and seconded**

250/19 THAT the resignation of Sandra Cunningham from the Area E Advisory Planning Commission be received.

CARRIED

BYLAWS

Bylaw 641.10 **It was moved and seconded**

251/19 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* be read a third time.

CARRIED

Bylaw 641.10 **It was moved and seconded**

252/19 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.10, 2018* be adopted.

CARRIED

Bylaw 310.179 **It was moved and seconded**

253/19 THAT *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018* be read a third time.

CARRIED

Bylaw 310.179 **It was moved and seconded**

254/19 THAT *Sunshine Coast Regional District Zoning Amendment No. 310.179, 2018* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

DIRECTORS' MEETING COMPENSATION

Remuneration **It was moved and seconded**

255/19 THAT Director Hiltz's expenses and stipend be paid to attend the Howe Sound Community Forum in Squamish, BC on October 25, 2019.

CARRIED

Remuneration **It was moved and seconded**

256/19 THAT Director Tize and Director McMahon be authorized to attend the Climate Leaders' Institute in Vancouver, BC on November 7th and 8th, 2019;

AND THAT Director Tize and Director McMahon's expenses and stipend be paid to attend the Climate Leaders' Institute in Vancouver, BC on November 7th and 8th, 2019.

CARRIED

The Board moved In Camera at 3:41 p.m.

IN CAMERA**It was moved and seconded**

257/19

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (g), (k), (i) 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...”, “litigation or potential litigation...”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, “the receipt of advice that is subject to solicitor-client privilege...” and, “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government...”.

CARRIED

The Board moved out of In Camera at 4:12 p.m.

Appointments

It was moved and seconded

258/19

THAT the appointment of Mark Brown as Deputy Corporate Officer be rescinded;

AND THAT Jennifer Hill be appointed Deputy Corporate Officer.

CARRIED

Appointments

It was moved and seconded

259/19

THAT Gareth Bennett, Jann Boyd, Marie Cambon, Barb Hetherington, Shirley Higginson, David New-Small, Peter Robson, Rebecca Stewart, Silas White, and Ian Winn be appointed as members of the Solid Waste Management Plan Monitoring Advisory Committee (PMAC).

CARRIED

Appointments

It was moved and seconded

260/19

THAT the following Agricultural Advisory Committee (AAC) members be re-appointed for a two-year term commencing October 13, 2019:

- Jon Bell
- Faye Kiewitz
- Paul Nash
- David Morgan
- Gretchen Bozak
- Erin Dutton
- Raquel Kolof
- Barbara Seed
- Gerald Rainville

CARRIED

ADJOURNMENT It was moved and seconded

261/19 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:13 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

**SUNSHINE COAST REGIONAL DISTRICT
PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE**

October 10, 2019

RECOMMENDATIONS FROM THE PLANNING AND COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC.

PRESENT:	Chair	Town of Gibsons	B. Beamish
	Directors	Electoral Area B Electoral Area A Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt	L. Pratt L. Lee T. Howard (Alt) D. McMahon M. Hiltz D. Siegers T. Lamb
ALSO PRESENT:	Interim Chief Administrative Officer Chief Financial Officer GM, Planning and Community Development Manager, Planning and Development Manager, Solid Waste Programs Planner Parks Planning Coordinator Chief, Halfmoon Bay Volunteer Fire Department Administrative Assistant / Recording Secretary Public Media		M. Brown T. Perrault (part) I. Hall D. Pady (part) R. Cooper (part) J. Clark (part) R. Porte (part) R. Daley (part) A. O'Brien 8 (part) 2

CALL TO ORDER 9:30 a.m.

INTRODUCTIONS

The Chair introduced Dave Pady, the new Manager, Planning and Development.

AGENDA The agenda was adopted as amended, as follows:

- New Business Item #20 to follow Presentation and Delegation Item #3

Recommendation No. 1 *Designation of Vice-Chair for October 10, 2019 Planning and Community Development Committee Meeting*

The Planning and Community Development Committee recommended that Director Pratt be designated as the Vice-Chair for the October 10, 2019 Planning and Community Development Committee meeting.

PRESENTATIONS and DELEGATIONS

Kayla Feenstra, Co-Chair, Sunshine Coast Affordable Housing Society presented to the Committee regarding the history and projects of the Sunshine Coast Affordable Housing Society. Ms. Feenstra requested SCRD partnership support for an Affordable Housing Conference.

Recommendation No. 2 *Sunshine Coast Affordable Housing Society*

The Planning and Community Development Committee recommended that the delegation materials from the Sunshine Coast Affordable Housing Society be received;

AND THAT the Sunshine Coast Affordable Housing Society delegation materials be referred to staff and that a proposal for an SCRD sponsored Affordable Housing Conference be brought back to a future Committee;

AND FURTHER THAT this recommendation be forwarded to the October 10, 2019 Regular Board meeting.

Chair Beamish passed the Chair to Director Pratt at 9:49 a.m.

Director Beamish recused himself from the meeting at 9:49 a.m. and declared a conflict of interest regarding the proposed supportive housing project in Town of Gibsons as the matter will be subject of a Public Hearing on October 17, 2019.

PRESENTATIONS and DELEGATIONS

Silas White, Sunshine Coast Homelessness Advisory Committee presented to the Committee regarding the work of the Sunshine Coast Homelessness Advisory Committee. Mr. White requested that the SCRD Board provide a letter of support for the proposed supportive housing project in the Town of Gibsons.

Recommendation No. 3 *Sunshine Coast Homelessness Advisory Committee*

The Planning and Community Development Committee recommended that the delegation materials from the Sunshine Coast Homelessness Advisory Committee be received.

Recommendation No. 4 *Supportive Housing Project at former Gibsons RCMP Station*

The Planning and Community Development Committee recommended that the SCRD send a letter of support for the proposed supportive housing project in the Town of Gibsons;

AND THAT this recommendation be forwarded to the October 10, 2019 Regular Board meeting.

Director Beamish re-joined the meeting and resumed the Chair at 10:18 a.m.

REPORTS**Recommendation No. 5** *Subdivision in the Agricultural Land Reserve for Part of Elphinstone Crossing Estate Phase Two*

The Planning and Community Development Committee recommended that the report titled Application for Subdivision in the Agricultural Land Reserve (ALR00011, ALC 59614) for Part of Elphinstone Crossing Estate Phase Two be received;

AND THAT staff provide more information regarding the trail network connectivity of the western portion of the subject property District Lot 1354 and ALR application to a future Standing Committee meeting.

Recommendation No. 6 *Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve (Morgan)*

The Planning and Community Development Committee recommended that the report titled Application for Land Exclusion from and Inclusion into the Agricultural Land Reserve for Morgan Property (ALC Application 58605) be received;

AND THAT the ALC Application 58605 (ALR00011) proceed to the Agricultural Land Commission advising that the SCRD Board is not in a position to provide a recommendation to approve the application.

Recommendation No. 7 *Correspondence from Matt Marquette regarding ALC Application 58605*

The Planning and Community Development Committee recommended that the correspondence from Matt Marquette, 1741 Jensen Road regarding ALC Application 58605 be received.

The Committee recessed at 10:54 a.m. and reconvened at 11:03 a.m.

Recommendation No. 8 *Development Variance Permit DVP00043 (Wright)*

The Planning and Community Development Committee recommended that the report titled Development Variance Permit DVP00043 (Wright) – Electoral Area F be received;

AND THAT Development Variance Permit DVP00043 to vary Zoning Bylaw No. 310 Section 601.4 for setback distances from front and side parcel lines, from 5 m and 1.5 m to 0 for retaining walls, be issued subject to:

- The applicant obtains a setback permit from the Ministry of Transportation and Infrastructure.

AND FURTHER THAT the SCRD advise the Ministry of Transportation and Infrastructure that Marine Drive is a priority for accessible shoulders as part of an active transportation network as noted in the West Howe Sound Official Community Plan Bylaw 640, 2011, Transportation Policy 9.3.8:

The Regional District shall work with MOTI to encourage the development of cycling and walking routes along roads for transportation and recreation purposes, subject to detailed feasibility studies, with routes composed of separated pathways where possible and 2.0 metre shoulders elsewhere, with Marine Drive being made a priority.

Recommendation No. 9 *SCRD Advisory Committees' Comments on BCTS 2019-2023 Operation Plans*

The Planning and Community Development Committee recommended that the report titled Advisory Committees' Comments on BCTS 2019-2023 Operation Plans be received;

AND THAT the staff report with Advisory Committee comments be forwarded to BC Timber Sales in response to the BCTS 2019-2023 Operations Plan referral;

AND FURTHER THAT this recommendation be forwarded to the October 10, 2019 Regular Board meeting.

Recommendation No. 10 *Bargain Bay Licence No. 241194 Renewal*

The Planning and Community Development Committee recommended that the report titled Bargain Bay Licence No. 241194 Renewal be received;

AND THAT SCRD submit a Crown renewal application for the area covered by Licence No. 241194.

Recommendation No. 11 *Feedback to Ministry of Agriculture – Class D Slaughter Licence*

The Planning and Community Development Committee recommended that the report titled Feedback to Ministry of Agriculture – Class D Slaughter Licence be received;

AND THAT SCRD respond to the Ministry of Agriculture indicating support for expanding Class D licence areas and for permitting the retail sale of Class D license inspected meat in adjacent regions;

AND FURTHER THAT this recommendation be forwarded to the October 10, 2019 Regular Board meeting.

Recommendation No. 12 *Request for Proposal (RFP) 193500 Contract Award Green Waste Container and Hauling Services*

The Planning and Community Development Committee recommended that the report titled Request for Proposal (RFP) 193500 Contract Award Green Waste Container and Hauling Services be received;

AND THAT the contract for Green Waste Container and Hauling Services be awarded to Waste Management of Canada Corporation in the amount up to \$264,743 (plus GST);

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 October 10, 2019 Regular Board meeting.

Recommendation No. 13 *Community Emergency Preparedness Fund Grant Application*

The Planning and Community Development Committee recommended that the report titled Community Emergency Preparedness Fund – Volunteer & Composite Fire Department Training & Equipment Grant Application be received;

AND THAT an application be submitted on behalf of the four SCRD fire departments to the 2019 Community Emergency Preparedness Fund - Volunteer & Composite Fire Department Training & Equipment funding stream for the purchase of wildland urban firefighting equipment and facilitation of 'team leader' training in accordance with Provincial standards;

AND FURTHER THAT this recommendation be forwarded to the October 10, 2019 Regular Board meeting.

Recommendation No. 14 *Planning and Community Development Department – 2019 Q3 Report*

The Planning and Community Development Committee recommended that the staff report titled Planning and Community Development Department – 2019 Q3 Report be received.

Recommendation No. 15 *AAC Minutes of September 24, 2019*

The Planning and Community Development Committee recommended that the Agricultural Advisory Committee minutes of September 24, 2019 be received.

Recommendation No. 16 *Area A APC Minutes of September 25, 2019*

The Planning and Community Development Committee recommended that the Egmont/Pender Harbour Advisory Planning Commission minutes of September 25, 2019 be received.

Recommendation No. 17 *Area B APC Minutes of September 24, 2019*

The Planning and Community Development Committee recommended that the Halfmoon Bay Advisory Planning Commission minutes of September 24, 2019 be received.

Recommendation No. 18 *Area D APC Minutes of September 16, 2019*

The Planning and Community Development Committee recommended that the Roberts Creek Advisory Planning Commission minutes of September 16, 2019 be received.

Recommendation No. 19 *Area E APC Minutes of September 25, 2019*

The Planning and Community Development Committee recommended that the Elphinstone Advisory Planning Commission minutes of September 25, 2019 be received.

Recommendation No. 20 *Area F APC Minutes of September 24, 2019*

The Planning and Community Development Committee recommended that the West Howe Sound Advisory Planning Commission minutes of September 24, 2019 be received.

COMMUNICATIONS

Recommendation No. 21 *BC Government Funding for “Age-Friendly” Communities, Assessments and Action Plans*

The Planning and Community Development Committee recommended that the correspondence from Kim Tournat, Constituency Assistant, Nicholas Simons, MLA, Powell River – Sunshine Coast, dated September 20, 2019 regarding BC Government Funding for “Age-Friendly” Communities, Assessments and Action Plans be received.

NEW BUSINESS

The Committee identified the need to bring forward the topic of Climate Adaptation and related issues for discussion at a future Committee meeting.

IN CAMERA

The Committee moved In-Camera at 11:53 a.m.

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a) of the Community Charter – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality...”.

The Committee moved out of In-Camera at 12:02 p.m.

ADJOURNMENT 12:02 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE**

October 17, 2019

RECOMMENDATIONS FROM THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975
FIELD ROAD, SECHELT, BC

PRESENT:	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area F Electoral Area A Electoral Area B District of Sechelt District of Sechelt Town of Gibsons	M. Hiltz L. Lee L. Pratt T. Lamb D. Siegers B. Beamish

ALSO PRESENT:	Interim Chief Administrative Officer General Manager, Infrastructure Services Chief Financial Officer/GM Corporate Services Manager, Utility Services Solid Waste Operations Manager Water and Energy Projects Coordinator Administrative Assistant/Recorder Media Public	M. Brown R. Rosenboom T. Perreault (part) S. Walkey (part) A. Kumar (part) R. Shay (part) T. Ohlson 2 4
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CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as presented.

PRESENTATIONS AND DELEGATIONS

Recommendation No. 1 *Bylaw Opportunities for Water Conservation*

The Infrastructure Services Committee recommended that the report titled Bylaw Opportunities for Water Conservation be received;

AND THAT the review of Water Rates and Regulations Bylaw 422 scheduled for 2020 include a review of water conservation provisions and the service connection application process;

AND THAT the review of Subdivision Servicing Standards Bylaw 320 planned for 2021 incorporate water conservation measures;

AND FURTHER THAT the review of Development Cost Charges Bylaw 693 planned for 2023 incorporate a water conservation lens.

Recommendation No. 2 *Analysis of the Impact Resolutions Ltd. Policy Options on Water*

The Infrastructure Services Committee recommended that the report titled Analysis of the Impact Resolutions Ltd. Policy Options on Water be received for information.

Recommendation No. 3 *Sechelt Landfill Greenhouse Gas Emissions Update*

The Infrastructure Services Committee recommended that the report titled Sechelt Landfill Greenhouse Gas Emissions Update be received;

AND THAT greenhouse gas emissions be claimed and reported in the CARIP Public Report to offset corporate emissions once the organics curbside collection program is initiated and sufficient data on volumes is collected;

AND FURTHER THAT a 2020 budget proposal for investigating Biocover to reduce greenhouse gas emissions at the Sechelt Landfill be brought forward.

Recommendation No. 4 *Analysis of Implementation of a Baler or Shredder at Sechelt Landfill*

The Infrastructure Services Committee recommended that the report titled Analysis of Implementation of a Baler or Shredder at Sechelt Landfill be received;

AND THAT the inclusion of a shredder and/or waste baler be considered as part of a project option analysis for future waste disposal to be initiated in 2020.

Recommendation No. 5 *Short Term Borrowing for Canoe Road and Merrill Crescent Septic Field Replacements*

The Infrastructure Services Committee recommended that the report titled Short Term Borrowing for Canoe Road and Merrill Crescent Septic Field Replacements be received;

AND THAT a short term non-renewable loan be requested through the Municipal Finance Authority under section 403 of the *Local Government Act* (Liabilities Under Agreement) in the amount of \$33,400 to fund the Sunshine Coast Regional District's (SCRD) share of the capital costs for the Canoe Road and Merrill Crescent septic field replacement projects;

AND THAT the loan principal be repaid to the Municipal Finance Authority in five annual installments of \$6,800 payable on or before June 30 of each year beginning in 2020 and ending in 2024;

AND FURTHER THAT Bylaw No. 428 be amended to increase annual frontage charges for Canoe Road by \$424 and for Merrill Crescent by \$227 subject to any additional considerations as part of the annual rate review.

Recommendation No. 6 *Water Services – Pipes, Valves & Fittings Contract Term Extension*

The Infrastructure Services Committee recommended that the report titled Water Services – Pipes, Valves & Fittings Contract Term Extension be received;

AND THAT the SCRД exercises the right to extend the existing contract with ICONIX Waterworks Limited Partnership for Water Services – Pipes, Valves & fittings for an additional one (1) year period in the amount up to \$196,235.

Recommendation No. 7 *Budget Request for Implementation of shíshálh Nation Foundation Agreement*

The Infrastructure Services Committee recommended that the report titled Budget request for Implementation of *shíshálh* Nation Foundation Agreement be received;

AND THAT \$25,000 be allocated for the project Implementation of *shíshálh* Nation Foundation Agreement to be funded from the Regional Water Service [370] Operating Reserves;

AND FURTHER THAT the 2019-2023 Financial Plan be amended accordingly.

Recommendation No. 8 *Infrastructure Services Department – 2019 Q3 Report*

The Infrastructure Services Committee recommended that the report titled Infrastructure Services Department – 2019 Q3 Report be received;

AND THAT staff investigate options for ICI waste and recycling diversion and bring a report forward to an Infrastructure Services Committee meeting in Q1 2020.

COMMUNICATIONS

Recommendation No. 9 *Islands Trust support for Solar Energy in Rural and Remote Communities*

The Infrastructure Services Committee recommended that the correspondence from Jas Chonk, Islands Trust regarding a request for a letter of support for solar energy in rural and remote communities be received;

AND THAT the SCRД sign the draft letter to the Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources supporting the request by Islands Trust, dated September 12, 2019 for greater support for solar and energy in rural and remote communities.

Recommendation No. 10 *Joint Local Government Submission letter to MOECCS on Provincial Plastics Action Plan*

The Infrastructure Services Committee recommended that the correspondence from Keely Kidner, District of Squamish regarding the joint local government submission letter to the Ministry of Environment and Climate Change Strategy on Provincial Plastics Action Plan be received.

IN CAMERA

The Committee moved In-Camera at 11:15 a.m.

That the public be excluded from attendance at the meeting in accordance with Section 90 (1) (d), (e), (k) and 2(b) of the *Community Charter* – “the security of the property of the municipality”, “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality”, “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”, “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”.

The Committee moved out of In Camera at 11:58 a.m.

ADJOURNMENT 11:59 a.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – October 24, 2019
AUTHOR: Mark Brown, Interim Chief Administrative Officer
SUBJECT: CHIEF ADMINISTRATIVE OFFICER'S REPORT

RECOMMENDATION

THAT the October 24, 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:

Staff have embraced the Board's leadership regarding the organizational culture of collegiality and respect, both within the SCRD and with our community partners. This work-place atmosphere was exemplified by the Directors' appreciation BBQ organized for staff on October 4, 2019. Feedback from the employees in attendance was extremely positive and the sincerity of the Directors' event was very much appreciated.

The following people joined and strengthened the SCRD team on October 7, 2019:

Dave Pady, Manager, Planning & Development
Kyle Doyle, Manager, Asset Management
Jennifer Hill, Deputy Corporate Officer
and Colin Ho has been hired as our new Manager, Financial Services and he will start on November 14, 2019.

The recruitment to fill the position of Manager, Transit & Fleet is currently in progress.

The Board continues to work with the consultant to complete the recruitment of a new CAO for the SCRD.

Manager Protective Services, Matt Treit has been assigned the responsibilities of Bylaw and Animal Control and Mr. Treit and I attended the Egmont and District Volunteer Fire Department practice on October 2, 2019.

I would like to announce that our Senior Manager, Human Resources Gerry Parker has obtained his Chartered Professional in Human Resources (CPHR) designation. CPHR is a nationally recognized level of achievement within the field of human resources. Congratulations on your achievement of this designation Gerry!

STRATEGIC PLAN AND RELATED POLICIES

The Board's 2019 - 2023 Strategic Plan is a document that outlines strategies for the Directors, CAO, staff and community partners to implement policies, as well as providing administrative guidance, to address the desires and needs of the SCRD. The Board's direction at their September 12, 2019 meeting was that staff be authorized to use the draft 2019 - 2023 Strategic Plan to provide direction for the purpose of developing preliminary budget proposals. This indication by the Board was very helpful for staff to give guidance and assist in meeting the proposed time frame for the preparation of their respective project initiation briefs.

The Board subsequently adopted their 2019 - 2023 Strategic Plan on October 10, 2019 and the document contains five strategic focus areas: Engagement & Communications, Infrastructure Management, Regional Collaboration & Partnerships, Climate Change & Resilience and Advocacy.

Engagement and Communications:

The Board's Draft Strategic Plan was presented by the Interim CAO to all staff that were able to attend the sessions held on October 1, 2019, either in the morning at the Field Road office or in the afternoon at the Mason Road facility. It was a great opportunity to convey directly to SCRD employees the elements of the Strategic Plan, including the five strategic focus areas and how they are interwoven with the development of the Financial Plan. There were excellent questions and the dialogue was very informative.

The Strategic Plan was also discussed at our bi-weekly SCRD CAO's meeting held on October 2, 2019 with my colleagues Andrew Yeates, District of Sechelt and Mani Machado, Town of Gibsons. Both gentlemen expressed appreciation for the personal opportunity to receive the final draft and commented on the succinct content and format.

Infrastructure Management:

A tour of the Sechelt Landfill site with staff and Directors occurred on September 13, 2019 and assisted the Board in their understanding of the operations and constraints of the site.

Regional Collaboration and Partnership:

Since the September 12, 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 the most recent SCRD CAO's meeting held on October 16, 2019 we were pleased to invite the new Executive Director of SCREDO, Colin Stansfield to introduce ourselves and discuss with him the various elements of economic development as it pertains to the Sunshine Coast.

The 8th Annual Backroad Trash Bash conducted on Saturday, September 21 was another outstanding success and thanks go to all those conscientious community minded citizens that volunteered their valuable time to clean up our environment.

The Elphinstone Beach Clean Up is another example of an initiative, that although had some issues to overcome, illustrates how ultimately the community partners came together to address an environmental problem. This past winter the Elphinstone Community Association (ECA) through a \$5,000 grant from the SCRD, organized a beach clean-up between Secret Beach and Chaster House and approximately 47 mega bags were filled with beach debris by volunteers. The very large bags containing debris remained on the beach all summer, as there did not seem to be a practical method to address the logistics for their removal. On October 5, 2019, Airspan Helicopters, with the help of members of Sunshine Coast Search and Rescue and coordination assistance from SCRD staff, airlifted the mega bags onto a barge operated by Dolphin Marine. The barge then transported the bags to the Gibsons harbour, subsequently transferred them onto a truck and delivered by Coast Bin Rentals to the District of Sechelt's Operations Yard. On October 8, 2019, ECA volunteers sorted the collected materials into refundables, scrap metal, tires, wood and garbage (mostly styrofoam) and a total of approximately 1,500 kg of materials were then transported to the landfill for recycling or disposal.

The joint meeting of the Directors and staff of the qathet Regional District and the SCRD held on October 3, 2019 provided an excellent venue to exchange information, 'best practices' and coordinate advocacy for the entire Coast. The Chairs and Directors of the two Regional Districts indicated that these meetings should be held on an annual basis.

Climate Change and Resilience:

Staff are preparing Project Initiation Briefs that will include budget proposals for strategies and tactics to address climate change and resilience in accordance with the Strategic Plan for consideration by the Board at the upcoming Financial Plan deliberations. Also staff will be attending an upcoming legal seminar dealing with Local Government Powers as they pertain to Climate Change and Adaptation.

Advocacy:

I would like to thank all SCRD staff that were involved in preparation of the UBCM Briefing Notes that were circulated to Directors and our local government partners. These proved very valuable to articulate the Board's resolutions at the UBCM when meeting with Provincial MLA's and Ministry staff, as well as the Resolution sessions at the convention. As previously reported by Directors, several meetings were held during UBCM in Vancouver including the Minister of Transportation and Infrastructure Clair Trevena, Minister of Forests, Lands, Natural Resource Operations and Rural Development, Doug Donaldson and included staff from the aforementioned Ministries. In addition, Directors met with staff from the Ministry of Public Safety and Solicitor General concerning RCMP resourcing and the Deputy Minister of Indigenous Relations and Reconciliation with respect to the shishalh Nation Foundation Agreement. I also attended sessions organized during UBCM to give CAO's around the Province an opportunity to meet, network and exchange information regarding local government emerging issues.

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.