



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

Thursday, June 12, 2025, 9:30 a.m.
IN THE BOARDROOM OF THE SUNSHINE COAST
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHULT, B.C.

	Pages
1. CALL TO ORDER	
2. AGENDA	
2.1 Adoption of Agenda	
3. PRESENTATIONS AND DELEGATIONS	
3.1 Vansh Kalra, Vice-President External, Meharveen Manchanda, Vice-President Finance and Services, Josh Thomas, Director, Policy and Campaigns, Capilano Students' Union Regarding: Funding Request to Expand Eligibility in the Free Youth Transit Pass (S-Pass) to Post-Secondary Students	3
4. REPORTS	
4.1 Corporate Workplan - Outstanding Directives <i>For Decision</i> -Senior Leadership Team (Voting - All Directors)	18
4.2 shishalh - BC Land Use Plan Phase 2 Engagement <i>For Decision</i> -Chief Administrative Officer (Voting - All Directors)	28
4.3 Community Excellence Award <i>For Decision</i> -Chief Administrative Officer (Voting - All Directors)	65
4.4 Chaster Well Improvements – Budget Lift and Contract Award <i>For Decision</i> -Manager, Capital Projects -Senior Capital Projects Engineer (Voting - A, B, D, E, F, Sechelt)	72
4.5 Seaview Cemetery Expansion – Project Update <i>For Information</i> -Parks Planning and Community Development Coordinator	77
5. COMMUNICATIONS	

6. NEW BUSINESS

7. 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...".

8. ADJOURNMENT



S-Pass for Post-Secondary Students

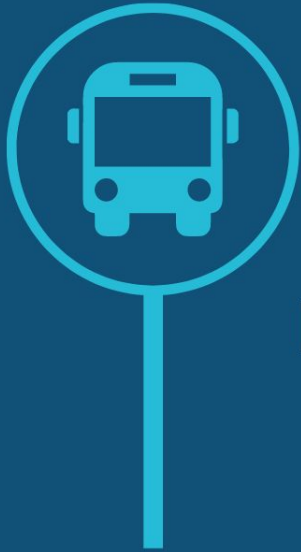
Capilano Students' Union

Who we are

We are the voice of over 10,000 students studying at the North Vancouver, Squamish and kálax-ay Sunshine Coast campuses of Capilano University.

We exist to represent the rights and interests of our students by advocating for a more accessible, high-quality post-secondary education experience.

Why we are here



**Hop on Board
with S-Pass**

**Fare Free Transit
for Youth**

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**Expanding the S-Pass to
include post-secondary
students.**

Background

Background



- Advocacy first started in December, 2019, with an official letter requesting a discounted transit pass from the CSU to the SCRD. The letter was discussed at the February 27, 2020, SCRD board meeting.
- A response was recommended by SCRD board, but never materialized following the impacts of the COVID-19 public health emergency.
- Over the last couple years, the CSU has looked to restart this advocacy.
- We have been closely following the efforts of the Sunshine Coast high school students who developed the S-Pass last year.

S-Pass Overview

S-Pass Overview



- Launched last fall following advocacy from secondary school students that started separately from us in December, 2019.
- Young people aged 13 to 18 who are attending secondary school are eligible for fare free transit on the Sunshine Coast.
- The 2024/2025 S-Pass is valid on SCRD conventional transit buses between November 1, 2024 to October 31, 2025.
- To get your S-Pass you must either have a valid SD46 Student ID or another government issued form of identification (like a passport or drivers licence).

Benefits of expanding the S-Pass to include post-secondary students

S-Pass Benefits



- Post-secondary students are a missing part in transit affordability.
- S-Pass helps students facing rising tuition, housing and food costs.
- Access to transportation improves access to education, employment, recreation and community belonging.
- Supporting post-secondary students strengthens the local economy and workforce.
- S-Pass encourages sustainable transportation, increases ridership and reduces reliance on cars.

S-Pass Benefits



- Budget impact:
 - Assuming every kálax-ay student uses the S-Pass, estimated budget impact is **\$108,000 per year** (\$60 monthly pass X 12 months X 150 students).
 - Our survey data shows that 67% of students take public transportation (all-campus), putting the estimate at **\$72,000 per year** (\$60 X 12 X 100).
 - CapU survey data shows 50% of third and fourth year students take public transit (kálax-ay campus), costing **\$54,000 per year** (\$60 X 12 X 75).
 - Informal research at the kálax-ay campus found that most students who rode the bus did not purchase a monthly pass but instead bought around 10 DayPASS's per month, costing **\$36,000 per year** (\$40 X 12 X 75).

We ask the SCRD to consider expanding the S-Pass to include post-secondary students



**Hop on Board
with S-Pass**

**Fare Free Transit
for Youth**

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**Expanding the S-Pass to
include post-secondary
students.**

Thank You



Staff Report

Request for Decision

TO: Committee of the Whole – June 12, 2025

AUTHOR: Senior Leadership Team

SUBJECT: **Corporate Workplan – Outstanding Directives**

OVERVIEW

Purpose of Report:

The purpose of this report is to present the outstanding directives and to seek Board direction on outstanding Board directives requiring review and prioritization.

Recommendation(s):

(1) THAT the Board review and prioritize the remining outstanding directives.

BACKGROUND

At the May 22, 2025, Committee of the Whole Meeting, the following recommendation was made:

Recommendation No. 9

The Committee of the Whole recommended that the remaining outstanding directives be referred to a future Committee of the Whole for review and prioritization.

DISCUSSION AND ANALYSIS OF OPTIONS

Staff have reviewed all outstanding directives and closed any deemed complete; 43 outstanding directives from 2006-2022 (before the current Board's term) are provided in Attachment A to be affirmed or abandoned and prioritized by the Board to be incorporated into the corporate workplan.

Directives that are affirmed need to be prioritized and resourced into the departmental and total corporate workplan for the next iteration scheduled for the July 26 Committee of the Whole meeting.

FINANCIAL IMPLICATIONS

There are no financial implications with the review and prioritization of outstanding directives.

STRATEGIC PLAN IMPLICATIONS

N/A

COMMUNICATIONS

Communication with staff about the outstanding directives is ongoing. Employees whose projects are affected by prioritization are being engaged through their direct supervisors.

SUMMARY AND CONCLUSION

The outstanding directives prioritization is part of the Corporate Workplan work that continues to evolve as a core tool for the organization — supporting both the prioritization of projects and the reporting of progress. Staff seek direction on actioning and prioritizing the remaining outstanding directives.

ATTACHMENT(S):

A – Outstanding Directives

Reviewed by:			
Manager		Finance	
GM		Legislative	X – S. Reid
CAO	X - T. Perreault	Other	

	Motion #	Rec	Meeting Date	Keyword	Action Required	Department	Comments	Committee Recommendation	
								Affirm	Abandon
1	375/12	19	2012-10-11	Fringe Area Agreement	THAT the topic of a fringe area agreement with the SCRD and Town of Gibsons along the boundary between Elphinstone and the Town be included in the 2013 work plan.	Plng & Dev			
2	433/12	21	2012-11-08	Halfmoon Bay Library Service	THAT the Manager of Legislative Services explore options to include the islands in Halfmoon Bay in the Library Function [645].	Legislative			
3	171/13	3	2013-04-25	Heritage Protocol for Parks	THAT the SCRD work toward implementing a Heritage Protocol for Parks projects with both the Sechelt Nation and the Squamish Nation; AND THAT the report be amended to note that a process similar to that established with the Sechelt Nation will be developed with the Squamish Nation.	Parks			
4	087/14	31	2014-02-13	Fleet Vehicle Replacements	THAT any proceeds from the sale of fleet vehicles be transferred to Capital Reserves for future fleet replacement.	Corp. Services			
5	366/16	9	2016-09-08	Gibsons and District Aquatic Facility	THAT there be a future workshop to undertake a comprehensive review of the Gibsons and District Aquatic Facility to inform long-term planning for this building and the potential for a new aquatic facility; AND THAT a historical review of staff reports, facility studies, geotechnical information and public consultations be provided at the workshop.	Recreation	Staff gathering information from asset management plan for GDAF, investigating programing, potential for future workshop ongoing. To be included in the 2025/26 Rec Facility Needs Assessment project		
6	044/17	9	2017-01-26	SCRD Legacy/Bequest Program	THAT the report titled SCRD Legacy/Bequest Program be received; AND THAT staff develop a SCRD Legacy/Bequest Program and report to Committee before the Third Quarter of 2017.	Corp. Services			
7	111/17	12	2017-03-23	Management Strategies for the Park on North Thormanby Island	THAT the report titled Management Strategies for the Park on North Thormanby Island be received; AND THAT staff work with the Vaucroft Improvement District to prepare a draft stewardship agreement and other related agreements in accordance with the recommended park management strategies as described in the report titled Management Strategies for the Park on North Thormanby and report back to a future Committee meeting.	Plng & Dev	In Progress. Awaiting feedback from VID after proposal provided by Planning Staff		
8	271/17	6	2017-10-12	McNair Creek Waterpower Project	THAT SCRD Staff contact BluEarth Renewables Inc. regarding an agreement to allow SCRD access for water use from the McNair Creek Waterpower Project.	Plng & Dev			
9	172/18	1	2018-05-24	Water Sourcing Policy – Policy Framework	THAT the report titled Water Sourcing Policy – Policy Framework be received; AND THAT that the objective of the Water Sourcing Policy – Policy Framework be that the Sunshine Coast Regional District's intent is to supply sufficient water at no further restriction than current Stage 2 levels throughout the year; AND THAT the Water Sourcing Policy – Policy Framework report as amended be forwarded to member municipalities and First Nations for their comments; AND THAT a further report and Water Sourcing Policy be brought forward for consideration once all technical studies required for development are completed; AND FURTHER THAT staff report to a Committee meeting with a review of the water capacity for fire-fighting, emergency situations and for agricultural water uses.	Infrastructure			

10	014/19	9	2019-01-31	2019-2020 BC Transit Annual Operating Agreement Draft Budget	<p>THAT the report titled 2019-2020 BC Transit Annual Operating Agreement Draft Budget be received;</p> <p>AND THAT the 2019-2023 Financial Plan be updated to reflect the draft Annual Operating Agreement budget;</p> <p>AND FURTHER THAT staff bring forward a report with the feasibility of developing plans for improvement to the bus shelters and bus stops within the region.</p>	Comm. Services/Corp. Services			
11	241/19	0	2019-10-10	Playing Fields	<p>THAT staff bring forward a report before Round 1 Budget on potential options to address the Better Fields Committee suggestions as follows:</p> <ul style="list-style-type: none"> •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. •End current SCRD practice of dismissing outside advice regarding field maintenance, and instead pursue and embrace it, 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 is a lost cause and 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 	Parks	<p>2024 Sport Field Strategy is a collaborative study with participants from DoS, SD46, sNGD and SCRD to consider condition of sport fields, classifications and service levels, opportunities for efficiencies and partnerships, etc.</p> <p>Sports Field Strategy RFP closes in December 2024, Bid evaluation early January 2025.</p> <p>2020 Budget Proposals included Shirley Macey Sports Field Replacement/upgrades and the purchase of an Aerator.</p>		
12	240/19	0	2019-10-10	Playing Fields	<p>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.</p>	Parks	Sports Field Strategy to review field conditions, service levels and classifications. Sports Field Strategy RFP closes in December 2024, Bid evaluation early January 2025.		
13	264/19	8	2019-10-24	Development Variance Permit DVP00043 (Wright)	<p>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:</p> <ul style="list-style-type: none"> •The applicant obtains a setback permit from the Ministry of Transportation and Infrastructure. <p>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:</p> <p>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.</p>	Plng & Dev	Comments sent to MOTI on October 28, 2019.		

14	264/19	10	2019-10-24	Bargain Bay Licence No. 241194 Renewal	AND THAT SCRD submit a Crown renewal application for the area covered by Licence No. 241194.	Comm. Services			
15	284/19	1	2019-11-14	Collaboration Options for Corporate Space and Site Planning	THAT staff consult with other local governments to determine what space needs exist and where there may be opportunities to combine services and/or sites coast-wide.	Corp. Services			
16	324/19	0	2019-12-12	Service Level Priorities	THAT a report identifying key legislated services that regional districts must deliver, be provided to a Committee meeting after adoption of the 2020 budget.	Legislative			
17	005/20	21	2020-01-09	AAC Minutes of November 26, 2019	2019 be received; AND THAT the following recommendation contained therein be adopted and acted upon: Recommendation No. 2 Regional Inter-Jurisdictional Invasive Plant Strategy The Agricultural Advisory Committee recommended that staff engage with the Coastal Invasive Plant Council to conduct an annual invasive plant awareness event suitable for farmers and residents of the Sunshine Coast	Plng & Dev			
18	005/20	19	2020-01-09	Islands Trust and SCRD Joint Meeting Minutes of November 19, 2019	THAT the Islands Trust and SCRD Joint Meeting minutes of November 19, 2019 be received; AND THAT the following recommendations contained therein be adopted and acted upon: Recommendation No. 3 Community Dock Management Workshop It was recommended that an information sharing workshop on community dock management, strategic planning and service levels be organized for SCRD and Islands Trust elected officials and staff representatives for the end of January/early February 2020	Plng & Dev			
19	091/20	1	2020-03-12	Youth Appointments to Sunshine Coast Regional District Citizen Advisory Committees	AND THAT consideration of the following recommendations be postponed pending staff consultation with School District 46 and attendance as a delegation to the District Student Leadership Team to obtain feedback on youth becoming involved with local government on the Sunshine Coast: AND THAT the Terms of Reference for all current SCRD citizen advisory committees be amended to include membership criteria to provide an option to appoint up to two youth members between the ages of 15 and 18 as eligible voting members for each advisory committee; AND THAT the option to appoint youth members to SCRD citizen advisory committees become a standard membership requirement to be incorporated into the Terms of Reference for future citizen advisory committees; AND FURTHER THAT staff continue to collaborate with School District No. 46 to develop an outreach process to recruit, encourage, and facilitate youth involvement including an implementation plan to address potential barriers to youth participation with the SCRD.	Legislative			

20	189/20	3	2020-05-28	Removal and Re-application of Bylaw Contravention Notice – District Lot 696 Keats Island	AND THAT the Notice on Title against DL696 be removed, subject to: 1.Placement of an equivalent notice on title on proposed Lot 2 created by proposed subdivision of District Lot 696 Group 1 New Westminster District; and 2.The subdivision applicant paying any fees or charges associated with the removal/placement of notice on title; AND FURTHER THAT the Corporate Officer be authorized to file a Notice at the Land Titles Office stating that a resolution has been made under Section 57 of the Community Charter by the Sunshine Coast Regional District Board against title of proposed Lot 2, created by proposed subdivision of District Lot 696 Group 1 New Westminster District, once the proposed subdivision has occurred	Plng & Dev/Legislative				
21	255/20	7	2020-07-09	Overdose Protection Services on the Sunshine Coast	AND THAT the Sunshine Coast Regional District collaborate with other Sunshine Coast local governments to discuss options available to support the overdose prevention services measures; AND FURTHER THAT staff report back to a future committee on the progress of the collaboration and options proposed.	Administration				
22	266/20	13	2020-07-23	Renaming Halkett Bay Dock on Gambier Island	AND THAT this report be referred to the following agencies and committees: a.Skwxwú7mesh Nation; b.The SCRD Ports Monitors Committee; c.The West Howe Sound Advisory Planning Commission; d.Islands Trust; e.Ministry of Forests, Lands, Natural Resource Operations and Rural Development; and Ministry of Environment and Climate Change Strategy (BC Parks) AND FURTHER THAT feedback from the referrals be reported back to a future Planning and Community Development Committee meeting.	Plng & Dev				
23	319/20	12	2020-10-08	Pender Harbour Living Heritage Society Trail, Beach and Dock Proposal, Hotel Lake Community Park	THAT the report titled Community Project - Pender Harbour Living Heritage Society (PHLHS) Trail, Beach and Dock Proposal, Hotel Lake Community Park be received; AND THAT the delegated authorities be authorized to enter into an agreement between SCRD and PHLHS regarding the long-term care and maintenance of the new access trail; AND FURTHER THAT the Board provide a letter of support for any foreshore permits and works applications submitted by PHLHS to the Province.	Plng & Dev				
24	320/20	1	2020-10-08	Electoral Approval Process for Long-Term Borrowing to Fund Water Meter Installation - Phase 3	AND FURTHER THAT staff bring forward a report to the November 5/6 Special Corporate and Administrative Service Committee (2021 Pre-budget) meeting with an updated project budget and financial details regarding long-term borrowing for the water meter installation project.	Infrastructure				
25	404/20	14	2020-12-10	Sechelt Landfill Cost Analysis	THAT staff report to a future Committee outlining the overall financial implications, including a review of tipping fee charges as a result of increased diversion at the Landfills.	Corp. Services/Infrastructure				
26	078/21	0	2021-03-11	Pender Landing Wastewater Treatment Disposal	THAT staff explore the feasibility of accepting operation and ownership of the Pender Harbour Landing sewage outfall; AND THAT a report outlining next steps and timelines be provided.	Infrastructure				

27	068/21	33	2021-03-11	Use of Biosolids as Landfill Cover Material	THAT a letter be sent to the Director at the Ministry of Environment and Climate Change Strategy to request approval for the use of biosolids as a landfill cover material per 3.7 of the Sechelt Landfill Operational Certificate.	Infrastructure			
28	175/21	3	2021-06-24	Community Wildfire Protection Plan	THAT the report titled Community Wildfire Protection Plan be received for information; AND THAT the Community Wildfire Protection Plan be accepted by the Board; AND THAT the Community Wildfire Protection Plan be submitted to the Union of BC Municipalities (UBCM); AND THAT the Community Wildfire Protection Plan be referred to other Sunshine Coast local governments as guidance and in support of coordinated action on community wildfire protection; AND FURTHER THAT the Community Wildfire Protection Plan be referred to Islands Trust and School District 46 for information.	Plng & Dev	Sent to UBCM on Fri Aug 27 2021, Planning staff cannot confirm if other pieces have been completed.		
29	305/21	5	2021-11-25	Water Lease Renewal for Keats Landing, Eastbourne and Vaucroft Docks	THAT the report titled Water Lease Renewal for Keats Landing, Eastbourne and Vaucroft Docks be received for information; AND THAT the SCRD apply to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for a replacement tenure to the following leases: •Lease No. 241681 File No. 0187728 for the Keats Landing Dock; •Lease No. 243437 File No. 0135677 for the Eastbourne Dock; •Lease No. 243730 File No. 0124896 for the Vaucroft Dock; AND THAT the length of the lease terms be for 5 years; AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenures.	Comm. Services			
30	004/22	3	2022-01-13	Enforcement of Landfill Disposal Regulations – Considerations, including Potential Use of Clear Bags	THAT staff engage with residents, commercial sector and impacted local governments on the timing and conditions of the implementation of a clear bag regulation for the disposal of bagged garbage and provide implementations recommendations by Q2 2022.	Infrastructure	Part of SWMP update		
31	004/22	7	2022-01-13	Land Transfer shíshálh Nation Foundation Agreement- Update	THAT the report titled Land Transfer shíshálh Nation Foundation Agreement- Update be received for information; AND THAT staff, supported by SCRD legal counsel, be authorized to finalize a modification agreement to the Statutory Right of Way (SRW) over DL 2725 associated with water supply and telecommunication infrastructure that would allow for an extension of the term for a decision on the Release Areas for up to an additional 6 months; AND FURTHER THAT the delegated authorities be authorized to execute this modification agreement to this SRW.	Infrastructure			

32	005/22	56	2022-01-13	Regional Water Service [370] - 2022 R1 Budget Proposals	<p>THAT the following budget proposal be approved and incorporated into the 2022 Round 2 Budget:</p> <ul style="list-style-type: none"> •Budget Proposal 4 – Single Axle Dump Truck Replacement, \$225,000 funded through MFA 5-Year Equipment Finance Loan; <p>AND THAT a loan of up to \$225,000 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the Local Government Act (Liabilities Under Agreement) to fund the purchase of a single axle dump truck.</p>	Corp. Services				
33	005/22	63	2022-01-13	Wastewater Treatment Plants [381-395] - 2022 R1 Budget Proposal	<p>THAT the report titled 2022 Round 1 Budget Proposal for Wastewater Treatment Plants [381-395] be received for information;</p> <p>AND THAT the following budget proposal be approved and incorporated into the 2022 Round 2 Budget:</p> <ul style="list-style-type: none"> •Budget Proposal 1 – Langdale Wastewater Treatment Plant – Remediation Project, \$261,000 funded from \$126,000 Community Works Fund Gas Tax, \$100,000 Short Term Financing, \$35,000 Operating Reserves; <p>AND FURTHER THAT a loan of up to \$100,000 for a term of 5 years be requested through the Municipal Finance Authority section 403(1)(a) of the Local Government Act (Liabilities Under Agreement) to fund the Langdale Wastewater Treatment Plant Remediation.</p>	Corp. Services				
34	013/22	0	2022-01-13	Snow Clearing at Bus Stops	<p>THAT SCRD staff liaise with the Sunshine Coast municipal staff with respect to addressing snow removal at bus stops and report back on strategies to maintain safety at bus stops during inclement weather.</p>	Comm. Services				
35	070/22	12	2022-03-10	Connected Coast Internet Connectivity Opportunity	<p>THAT the report titled Connected Coast Internet Connectivity Opportunity be received for information;</p> <p>AND THAT the Sunshine Coast Regional District support the Connected Coast project in principle;</p> <p>AND THAT the Sunshine Coast Regional District approve the 10% contribution in principle toward the Connected Coast Internet Connectivity Opportunity to be funded through Electoral Area Community Works Gas Tax Funds (up to \$45,278 from area A to support Earl's Cove/Egmont and up to \$314,429 from area F to support Gambier and Keats islands);</p> <p>AND THAT staff continue to work with project partners and the residents from Earls Cove/Egmont, Keats Island and Gambier Island to determine desire for project participation;</p> <p>AND FURTHER THAT a report be brought back to a Corporate and Administrative Service Committee in Q2 of 2022 with an update on community interest and detailed project plan in coordination with the 2023-2027 Financial Planning process.</p>	Administration				
36	104/22	4	2022-04-28	Renewal of Pender Harbour Golf Club Lease Agreement	<p>THAT the report titled Renewal of Pender Harbour Golf Club Lease Agreement be received for information;</p> <p>AND THAT the delegated authorities be authorized to execute renewal of the Pender Harbour Golf Club Lease Agreement for a 5-year term (2022 - 2027); AND FURTHER THAT a staff report be brought back to the SCRD Board at a future date for consideration of amending the lease agreement for a 25-year term along with other provisions which would allow the Pender Harbour Golf Club more flexibility in operations and long-term planning needs.</p>	Plng & Dev	Lease Agreement signed May 14, 2022, Planning staff cannot confirm if other peices have been completed.			

37	104/22	5	2022-04-28	Renewal of Pender Harbour Golf Club Lease Agreement	THAT signage acknowledging SCRD support for the Pender Harbour Golf Club be considered when amending the lease agreement for a 25-year term.	Plng & Dev			
38	174/22	11	2022-06-23	Junior B Hockey Proposal	<p>THAT the report titled Junior B Hockey Proposal be received for information;</p> <p>AND THAT the Sunshine Coast Regional District (SCRD) Board provides support-in-principle for the following considerations:</p> <ul style="list-style-type: none"> •Enter into negotiations with the Sunshine Coast Junior Hockey Society (the Society) regarding the design, financing and construction of additions and upgrades to the Gibsons and Area Community Centre (GACC); •Require that the Society engage an architect with demonstrated experience in designing arenas and recreational facilities; <p>Require that a conceptual design be completed prior to approval of the addition that demonstrates how the addition would be compatible with a future expansion of the facility;</p> <ul style="list-style-type: none"> •Support-in-principle the SCRD assuming ongoing operating and capital renewal costs for the addition and upgrades; •Enter into negotiations that would support the Sunshine Coast Hockey Group's (the Company) exclusive use of the building addition (changes rooms and other ancillary spaces); •Contingent on receiving and approving an inventory of proposed advertising spaces, enter into negotiations for a long-term agreement, with an inventory of the advertising proposed, that provides the Society the rights to sell advertising at the SCRD's recreational facilities and bus shelters that includes a and the potential revenue return for the SCRD; •Support priority ice allocations to the Company for Junior B 	Comm. Services	Require that a conceptual design be completed prior to approval of the addition that demonstrates how the addition would be compatible with a future expansion of the facility.		
39	174/22	8	2022-06-23	Investing in Canada Infrastructure Program - Woodcreek Park Wastewater Treatment Plant Grant	<p>THAT the report titled Investing in Canada Infrastructure Program – Rural and Northern Communities Program (ICIP-RNC) – Approval of Woodcreek Park Wastewater Treatment Plant System Upgrade Grant be received for information;</p> <p>AND THAT the Sunshine Coast Regional District (SCRD) accept the ICIP-RNC grant for Woodcreek Park Wastewater Treatment Plant System Upgrade valued at \$769,000;</p> <p>AND THAT the delegated authorities be authorized to execute the Shared Cost Agreement and accept the Terms of Conditions of the Agreement;</p> <p>AND THAT Woodcreek Park Wastewater Treatment Plant System Upgrade Project be included in the [382] Woodcreek Park Wastewater Service Area 2022 Budget in the amount of \$968,591;</p> <p>AND THAT the project be funded from the listed grant funding (\$769,000), \$75,000 operating reserves, \$25,000 capital reserves, and \$100,000 from MFA short-term debt servicing;</p> <p>AND THAT the SCRD authorize up to \$100,000 to be borrowed, under Section 403 of the Local Government Act, from the Municipal Finance Authority, for the purpose of the Woodcreek Park Wastewater Treatment Plant System Upgrade;</p> <p>AND THAT the loan be repaid within five years with no rights of renewal;</p> <p>AND FURTHER THAT that the 2022-2026 Financial Plan Bylaw be amended accordingly.</p>	Infrastructure/Corp. Services			

40	196/22	3	2022-07-28	Mason Road Site Lease Renewal	THAT the report titled Mason Road Site Lease Renewal be received for information; AND THAT the Sunshine Coast Regional District (SCRD) apply to the Ministry of Forests for a replacement tenure for Lease No. 234988 for the Mason Road site; AND THAT the length of the lease term be requested for more than 30 years; AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure documents.	Comm. Services				
41	215/22	0	2022-09-08	Halfmoon Bay Landfill License of Occupation	THAT the report titled Halfmoon Bay Landfill License of Occupation Replacement be received for information; AND THAT the Sunshine Coast Regional District (SCRD) apply to the Ministry of Forests for the replacement tenure for License No. 242036 for the Halfmoon Bay Landfill; AND THAT the length of the license term be requested for more than 30 years; AND FURTHER THAT the delegated authorities be authorized to sign the replacement tenure documents.	Infrastructure				
42	302/22	0	2022-10-27	Connected Coast Project	THAT staff investigate the Connected Coast project proposal and bring forward a report that investigates funding, timelines, gas tax, workload, and the implications of establishing a potential service area.	Administration				
43	297/22	2	2022-10-27	Landfill	THAT staff report to a future In Camera Committee meeting regarding contractor landfill contract management, including corrective action taken and how extras are managed.	Infrastructure				



Staff Report

Request for Decision

TO: Committee of the Whole, June 12, 2025

AUTHOR: Tina Perreault, Chief Administrative Officer

SUBJECT: **shíshálh-BC Land Use Plan Phase 2 Engagement**

OVERVIEW

Purpose of Report:

The purpose of this report is to provide the Board with options to consider regarding SCRD's participation in the shíshálh-BC Land Use Plan Phase 2 engagement process, including a request for additional resources to support this work.

Recommendation(s):

- (1) THAT the use of up to \$10,000 from General Government [110] Operating Reserves to support additional resources required for participation in the shíshálh-BC Land Use Plan Phase 2 engagement process be approved;**
 - (2) AND THAT the 2025-2029 Financial Plan be amended accordingly;**
 - (3) AND THAT the SCRD notify the shíshálh-BC Land Use Planning Table that, due to operational constraints, formal feedback will not be available by the requested June 23, 2025, deadline, but will instead be provided by August 29, 2025;**
 - (4) AND FURTHER THAT staff be directed to communicate with the Land Use Planning Table and continue participation in available engagement opportunities, while preparing a formal SCRD submission for the extended timeline.**
-

BACKGROUND

The shíshálh-BC Land Use Planning Table has initiated **Phase 2 engagement** to gather feedback from local governments, stakeholders, and the public. The engagement period runs until **June 23, 2025**, and includes virtual and in-person sessions aimed at presenting current condition assessments and preliminary planning considerations.

DISCUSSION AND ANALYSIS OF OPTIONS

While SCRD is committed to participating meaningfully in this process, current Board priorities and staffing limitations pose challenges to meeting the provincial engagement timeline. Additional resources are needed to review materials, participate in sessions, and coordinate internal input in order to provide a response to the material provided.

OPTION 1 - Approve Additional Resources and Extend Feedback Timeline

Approve the use of up to \$10,000 from the General Government Operating Reserves to fund casual staffing support for SCRD's participation in the Phase 2 engagement of the shíshálh-BC

Land Use Plan. Additionally, notify the Planning Table that SCRD's formal feedback will be provided by **August 29, 2025** rather than **June 23, 2025**, due to current staffing and workload constraints.

Financial Considerations

- Up to \$10,000 will be required from the General Government Operating Reserves.
- Funds will support temporary staffing and/or consulting services to facilitate meeting participation, review engagement materials, and compile SCRD's response.
- This proactive funding avoids overburdening permanent staff and ensures meaningful participation.

Organizational Considerations

Existing staff capacity is insufficient to manage this additional body of work within the original timeline. Providing dedicated short-term resources will allow departments to continue delivering on other strategic and operational priorities. However, internal subject matter experts (SMEs) will still be required to support the work, particularly to ensure accurate and effective input to the Province and shíshálh Nation. The selection of the additional resource will need to be timely and strategic, as this will influence the level of support required from SMEs and the internal sponsor. Identifying an SLT-level sponsor and confirming a realistic alternative timeline will help ensure continued collaboration with the shíshálh-BC Land Use Planning Table.

Staff Recommendation

Staff recommend this option. It allows SCRD to contribute meaningfully to a critical planning process while maintaining operational stability. Should the Committee choose to go with Option 1, a recommendation could be considered, as provided in the Overview section on page one of this report.

OPTION 2 – Defer Formal Submission but Maintain Informal Engagement

SCRD would notify the shíshálh-BC Land Use Planning Table that, due to current operational constraints, it will not be able to provide formal feedback during the Phase 2 engagement window ending June 23, 2025. However, staff would continue to attend scheduled sessions as capacity allows, track issues, and prepare for more substantive involvement in Phase 3, where detailed management recommendations will be developed.

Financial Considerations:

There is no immediate financial cost or need to draw from reserves. Only minimal staff time will be required to monitor the process and attend key sessions, without the need for full internal coordination or in-depth analysis.

Organizational Considerations:

This option allows the SCRD to maintain a presence in the engagement process and signal ongoing interest and respect for the work of the shíshálh-BC Land Use Planning Table. It

reduces pressure on staff by avoiding the need to redirect multiple departments from other critical work at a time of limited capacity. While this approach carries the risk of reduced influence in shaping early planning directions, it preserves the opportunity for SCRD to provide meaningful input in Phase 3, when more concrete management options will be under consideration.

Staff Recommendation:

Staff do not recommend this option as the preferred approach, as it limits SCRD's ability to help shape the foundational direction of the Land Use Plan. However, if no additional resources are approved, it may be the only feasible fallback that preserves SCRD's working relationship and ability to engage more fully in future phases.

Suggested recommendation wording if chosen:

THAT the shíshálh-BC Land Use Planning Table be informed that the SCRD will not be submitting formal feedback for Phase 2 due to operational constraints, but will continue to participate informally in engagement sessions as capacity allows, and prepare to contribute more substantively in Phase 3.

OPTION 3 – Proceed Without Additional Resources

SCRD staff would proceed with participating in the shíshálh-BC Land Use Plan Phase 2 engagement and attempt to meet the June 23, 2025 deadline using existing resources, without allocating additional support.

Financial Considerations

No direct financial cost or use of reserves.

Organizational Considerations

This option would require existing staff across multiple departments, including Planning, Parks, and Water, to redirect their focus and pause or delay other critical work in order to prioritize this engagement. Given the cross-departmental nature of the required input, effective coordination is essential; however, without additional support, this would place significant strain on existing capacity. There is a high risk that the quality and completeness of SCRD's feedback would be compromised, and opportunities for meaningful internal collaboration would be limited. Staff would also face considerable challenges in balancing this additional workload alongside current strategic initiatives, which could negatively impact other service delivery areas.

Staff Recommendation

Staff do not recommend this option. It is not feasible within current capacity and would negatively impact other key priorities while risking insufficient input into a significant regional planning process.

Suggested recommendation wording if chosen:

THAT the SCRD proceed with the shíshálh-BC Land Use Plan Phase 2 engagement using existing resources and aim to submit feedback by the June 23, 2025 deadline, recognizing the likely limitations in scope and depth of the submission.

FINANCIAL IMPLICATIONS

Should the Board approve Option 1, up to \$10,000 would be drawn from the **General Government [110] Operating Reserves** to support casual staffing for the duration of the engagement period. These funds would enable SCRD to maintain internal service levels while participating meaningfully in the shíshálh-BC Land Use Plan Phase 2 process.

Options 2 and 3 do not require direct funding; however, both carry potential organizational and service delivery impacts due to constrained staff capacity and potential missed opportunities for input.

LEGISLATIVE IMPLICATIONS

There are no direct legislative implications from this report. However, outcomes from the shíshálh-BC Land Use Plan may intersect with SCRD bylaws, policies, Official Community Plans, and regional land use regulations in future phases. Early participation helps ensure alignment and reduces the risk of future policy conflicts.

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

Phase 2 engagement is open until June 23, 2025. If Option 1 is approved, SCRD staff will submit formal feedback by late August 2025, following internal coordination and review. Temporary casual staffing would be engaged between June and August 2025 to support participation and preparation of SCRD's response.

COMMUNICATIONS

Internally, this work will involve staff from Planning, Parks, Infrastructure Services (Water), and the CAO's Office, coordinated by a designated lead with support from temporary staffing as needed. Departments have been consulted in advance regarding current capacity. Externally, if Option 1 or 2 is approved, SCRD will notify the shíshálh-BC Land Use Planning Table of the revised timeline and confirm continued engagement. Public messaging is not required at this stage, though updates may be shared if SCRD is publicly identified as a participant.

SUMMARY AND CONCLUSION

The shíshálh-BC Land Use Planning Table has requested formal feedback by June 23, 2025. Given current staffing constraints, three options were considered: (1) allocate up to \$10,000 for temporary staffing and extend the feedback deadline to August 29, 2025 (recommended); (2) defer formal feedback but maintain informal engagement; or (3) proceed using existing resources and attempt to meet the original deadline, with significant risk to workload and submission quality. Staff recommend Option 1 to enable meaningful participation without compromising other priorities.

ATTACHMENT(S):

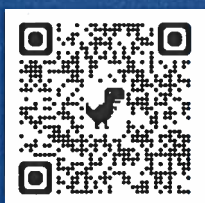
A – shíshálh-B.C. Land Use Plan Phase 2 Backgrounder

Reviewed by:			
Manager		Finance	X- A. Taylor
GM	X – I. Hall X – S. Gagnon	Legislative	
CAO		Other	

shíshálh - B.C. Land Use Planning Workshop Workbook

Thank you for your interest in the shíshálh - B.C. Land Use Planning process.

To support your participation in a shíshálh - B.C. Land Use Planning Workshop, this workbook assembles a summary of the current condition assessments and preliminary considerations for planning found on the shíshálh-BC Land Use Plan 2025 Engagement Website.



Attachment A



HOW TO USE THIS WORKBOOK?

We encourage you to visit the shishálh-BC Land Use Plan 2025 Engagement Website to understand the context of this Phase of land use planning and to review the full current condition assessment results.

Use this workbook before, during and/or after a workshop to gather your questions and thoughts about the CCAs and Preliminary Considerations for Planning.

You may submit a completed workbook:

- during a Focus Group or Stakeholder Workshop
- by filling out the comment webform found at the bottom of the shishálh-BC Land Use Planning project page
- by emailing a copy to: southcoastlup@gov.bc.ca

WHAT ARE PRELIMINARY CONSIDERATIONS FOR PLANNING?

The Preliminary Considerations for Planning are opportunities or concepts for future planning that are based on concerns identified in the CCA Findings and Initial Interpretation. They are intended to start a discussion of how the resources in the swiya could be managed.

Preliminary Considerations for Planning are not conclusive management directions or definitive plans of action. They do not set a fixed course for how resources will be developed or preserved. Rather, they suggest a possible course of management, informed by the CCA, that will be supplemented by public input and strategic discussions before plans are formulated.

Sharing these Preliminary Considerations for Planning ensures that the planning process continues to be respectful of shishálh cultural values and responsive to public input, making it transparent, inclusive, and grounded in local priorities.

WHAT IS A CURRENT CONDITION ASSESSMENT?

A current condition assessment (CCA) is an evaluation of the present state of a value. It provides a “snapshot” of how things are right now. The information from the shishálh-BC Land Use Planning (LUP) CCAs, along with the feedback received during the Phase 2 Engagement process, will help decision-makers better understand the existing situation on the land before developing a management recommendation in Phase 3 of the planning process.



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Wildlife: schetxwen (Black Bear)

What makes schetxwen (Black Bear) important in the swiya?

- Ecological role of schetxwen
 - Presence of schetxwen considered an integral part of natural wonder and wilderness
 - They help ecosystem balance by dispersing seeds, cycling nutrients and creating forest structure
- Significance of schetxwen in shishálh culture
 - Sacred animals that are valuable teachers in how to use cultural plants
 - Indicator of the health/wellbeing of the swiya

Population status in the swiya

- Populations are believed to be stable although there are some threats:
 - Climate change impacts on salmon and timing of berry production displaces bears during periods of prolonged droughts
 - Decreasing old forest habitat impacts amount of denning sites
 - Increases in tourism and recreation result in more human-bear interactions

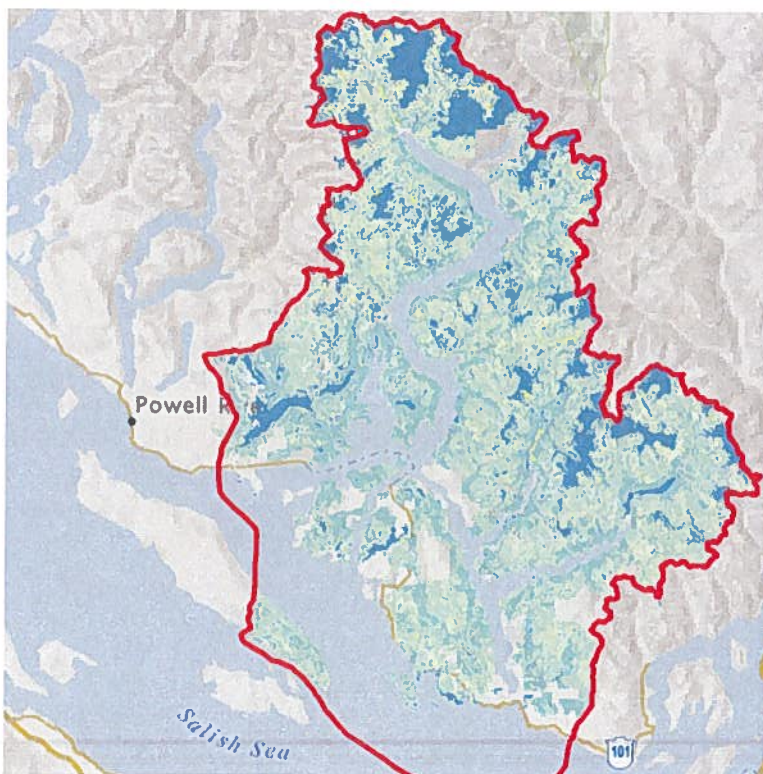


Figure: schetxwen (Black Bear) suitable habitat

Legend

shishálh swiya

swiya Boundary



Indicator Layers

Suitable Habitat - Fall - Vegetation and Salmon Forage

- Class 1 - High
- Class 2 - Moderately High
- Class 3 - Moderate
- Class 4 - Low
- Class 5 - Very Low
- Class 6 - Nil

KEY FINDINGS

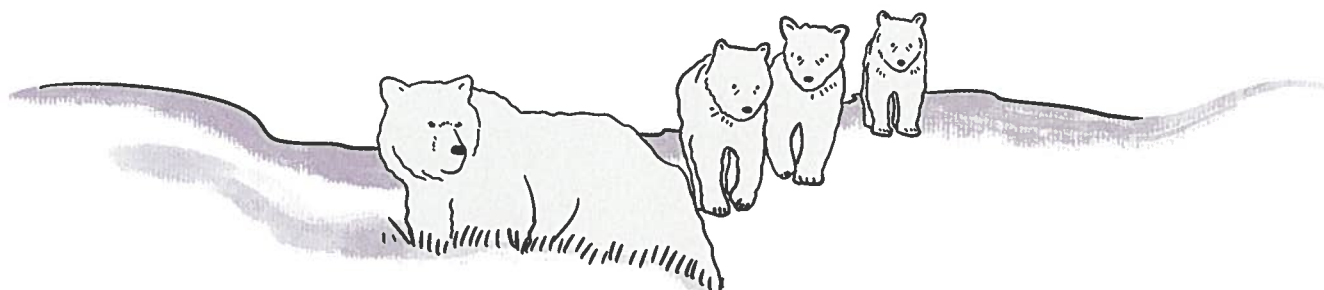
- Both spring and fall forage habitats are important and well distributed throughout the swiya
- Forest harvesting may impact denning opportunities

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Ensuring habitat connectivity and long-term old forest retention
- Functioning watersheds and streams to protect schelchalihthen (Salmon)
- Consider where human conflicts may occur

What questions do you have about these findings?
What other information should the LUPT be considering when making decisions about schetxwen (Black Bear)?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?





Wildlife: mayukw (Grizzly Bear)

What makes mayukw (Grizzly Bear) important in the swiya?

- Ecological role of mayukw
 - Help maintain ecosystem balance by dispersing seeds, cycling nutrients, and regulating prey populations
 - Vital to the health of habitats that span from estuaries to alpine meadows
- Significance of mayukw in shíshálh culture
 - Represent strength, power and connection
 - Play a role in shíshálh origins, family legends, songs, carvings, rock paintings and myths
 - Indicator of the health/wellbeing of the swiya

Population status in the swiya

- Locally extinct due to habitat loss, climate change and human disturbances
- Climate change impacts on salmon and timing of berry production displaces bears during periods of prolonged droughts
- Population in recovery in watershed such as xenichen (Hunechin) and shilhem (Brittain)
- Identified federally as a Species At Risk "Special Concern" and provincially "Blue-listed"

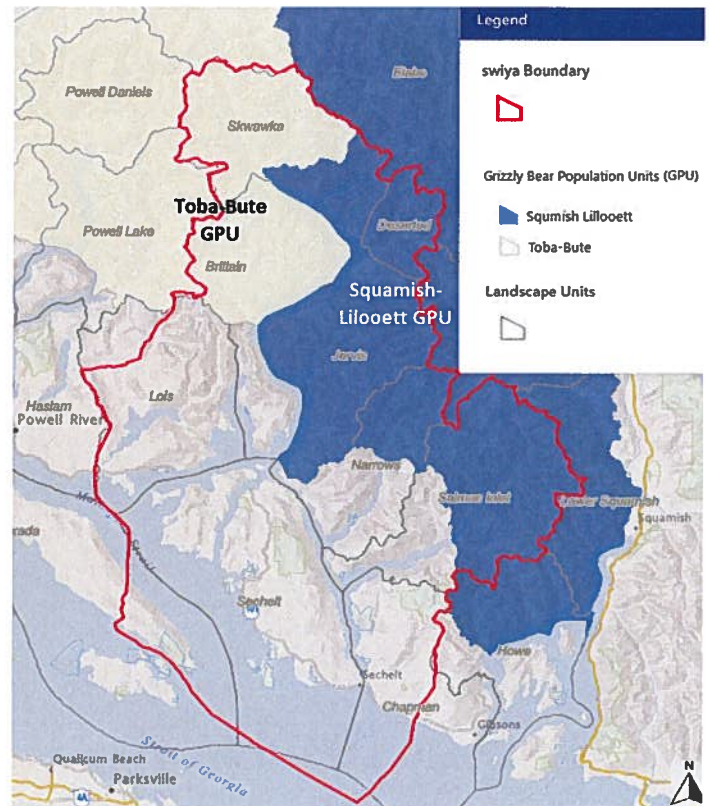
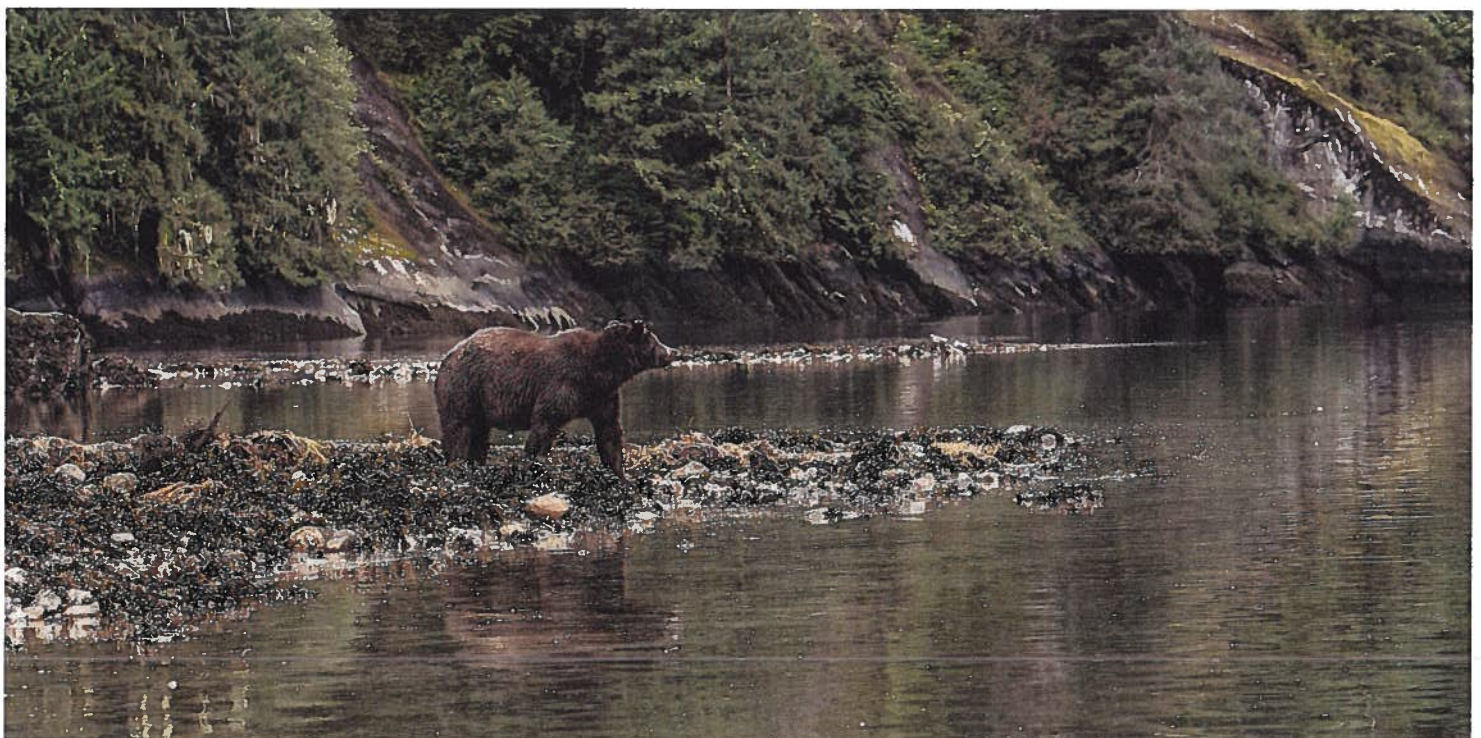


Figure: Location of Grizzly Bear Population



KEY FINDINGS

- mayukw populations in the swiya extend outside of the two Grizzly Bear Population Units (GBPUs) that overlap the swiya
- shishálh stewardship and restoration projects have contributed to mayukw habitat and the health of salmon spawning rivers and streams
- The northern part of the swiya is inaccessible by road resulting in lower recreation use and limited infrastructure development which is favourable for mayukw

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Consider conservation measures that ensure long term habitat maintenance and population recovery
- mayukw population recovery areas:
 - Watersheds known to have Grizzly Bear populations in recovery
 - Areas with less likelihood of human encounters
 - Areas with resilience to climate change
- Management strategies that:
 - Minimize industrial and recreational disruptions
 - Maintain ecological integrity of habitat
 - Minimize human/bear conflicts

**What questions do you have about these findings?
What other information should the LUPT be considering when making decisions about mayukw (Grizzly Bear)?**

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



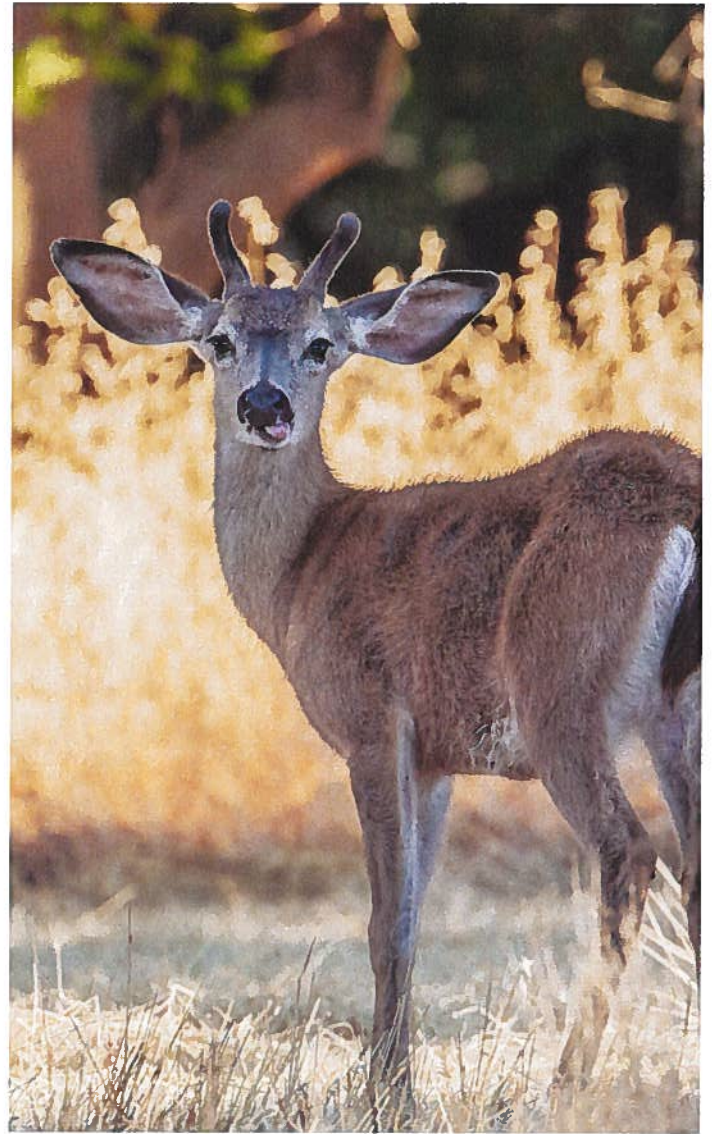
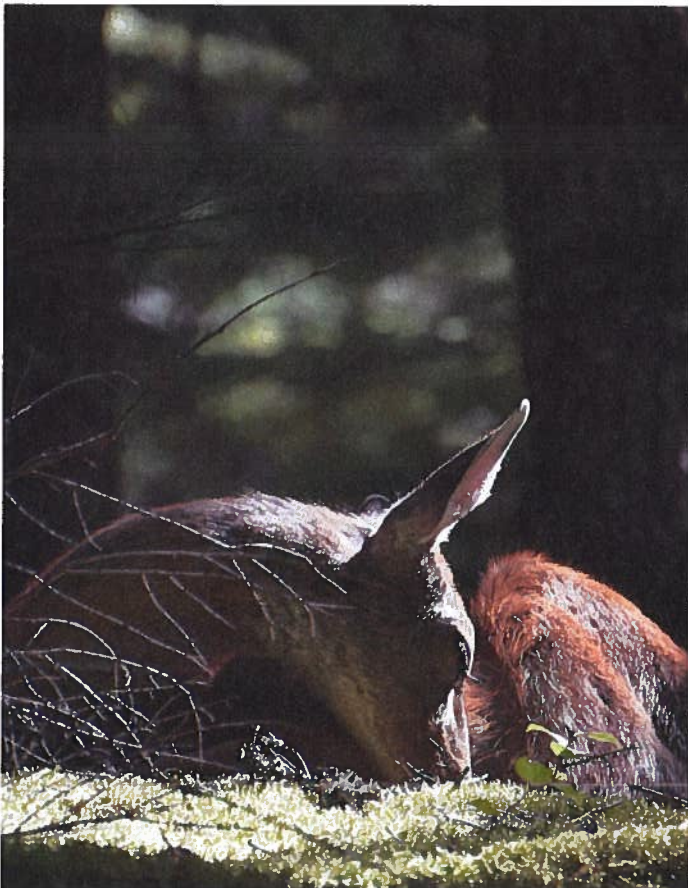
Wildlife: hupit (Black-Tailed Deer)

What makes hupit (Black-Tailed Deer) important in the swiya?

- Ecological role of hupit
 - Indicator of ecosystem health
 - Key food source for predators
 - Browsing patterns influence the structure of forests and other habitats
- Socio/Economic role of hupit
 - Intrinsic value of wildlife viewing and ecotourism
 - Highly valued for hunting by local residents and visitors
- Significance of hupit in shishálh culture
 - Deeply valued resource providing food, clothing, tools and for ceremonial use

Population status in the swiya

- Possibly in decline as observed by shishálh hunters
- Likely impacted from loss and fragmentation of their forest winter ranges
- shishálh and BC are working collaboratively to establish Deer Winter Range (DWR) areas in the swiya



Area (hectares) of Deer Winter Suitable Habitat Class 1-3, Protected and Not Protected

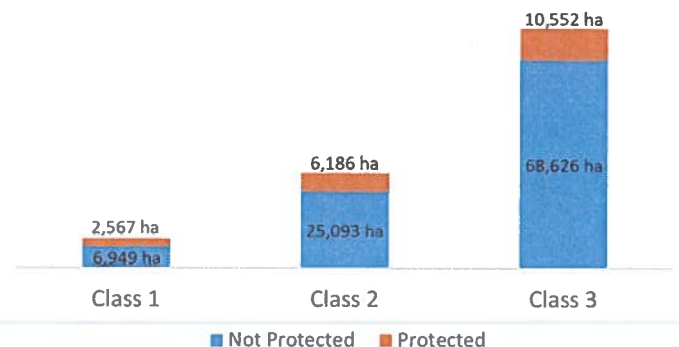


Figure: Hectares of Deer Winter Suitable Habitat

KEY FINDINGS

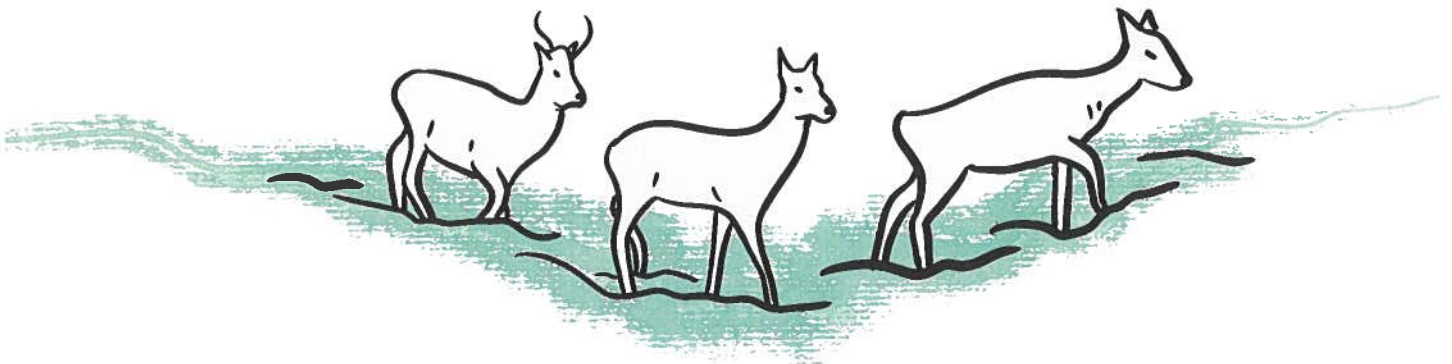
- Winter habitat is the population's limiting factor
- Winter habitat is mature old forest in low to mid-elevation on south facing slopes with food forage-cover interspersed
- 16% of winter suitable habitat is currently protected in forests of the swiya

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Protect suitable winter habitat for hupit through establishment of Deer Winter Ranges (DWR)
- Recommend a monitoring protocol for the effectiveness of functional integrity of DWR areas

What questions do you have about these findings? What other information should the LUPT be considering when making decisions about hupit (Black-Tailed Deer)?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?





Wildlife: k'eyich (Roosevelt Elk)

What makes k'eyich (Roosevelt Elk) important in the swiya?

- Ecological and Socio-Economic roles of k'eyich
 - Large prey for top predators
 - Influence growth and succession of plants species through browsing patterns
 - Important game species that contributes to conservation funding through hunting licenses and permits
 - Promotes local economy by attracting hunters from throughout the province and beyond

Population status in the swiya

- Historically extinct due to colonial development and hunting pressures
- First reintroduced in 1987 with the translocation relocation of 22 animals to Kleindale
- Current population is estimated to be over 1200 k'eyich, and stable to increasing
- Threats are from human disturbance, habitat loss, and predation

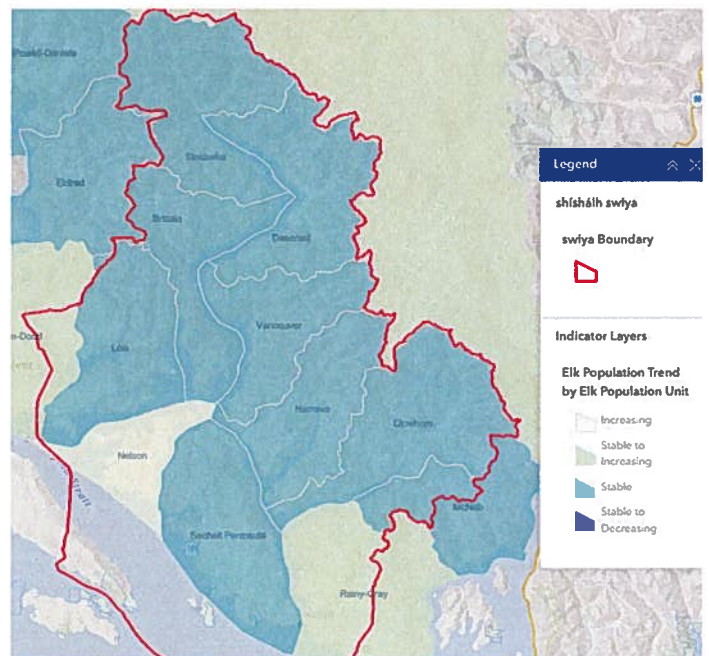


Figure: Elk Population Trend



KEY FINDINGS

- Populations are stable to increasing
- Suitable winter habitat is the most limiting factor

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Ongoing population monitoring
- Amount of winter habitat
- Riparian areas and natural forage areas in valley bottoms
- shíshálh Nation use and access to k'éyich as a cultural and food resource
- Consider k'éyich-human interactions

**What questions do you have about these findings?
What other information should the LUPT be
considering when making decisions about k'éyich
(Roosevelt Elk)?**

**What questions do you have about these preliminary
considerations for planning? How might these
preliminary considerations for planning impact
(positively or negatively) the swiya and those who
work and live in the swiya?**



Wildlife: kakakewanxw (Northern Goshawk)

What makes kakakewanxw (Northern Goshawk) important in the swiya?

- Ecological roles of kakakewanxw
 - Uniquely adapted to living in mature and old forests
 - Forage on small mammals and birds
- Significance of kakakewanxw in shíshálh culture
 - Birds of prey are seen as storytellers, providing lessons and guidance to the shíshálh people
 - Feathers are used for ceremonial purpose and regalia
 - Claws and talons would be used by medicine men

Population status in the swiya

- Little is known about population and home range sizes
- Roadbuilding and forest harvesting has caused fragmentation of habitat
- There are 7 Northern Goshawk Wildlife Habitat Areas (WHAs), approx. 200 ha each
- The laingi subspecies along the Pacific Coast is a Species At Risk "Threatened" and provincially "Red-listed"

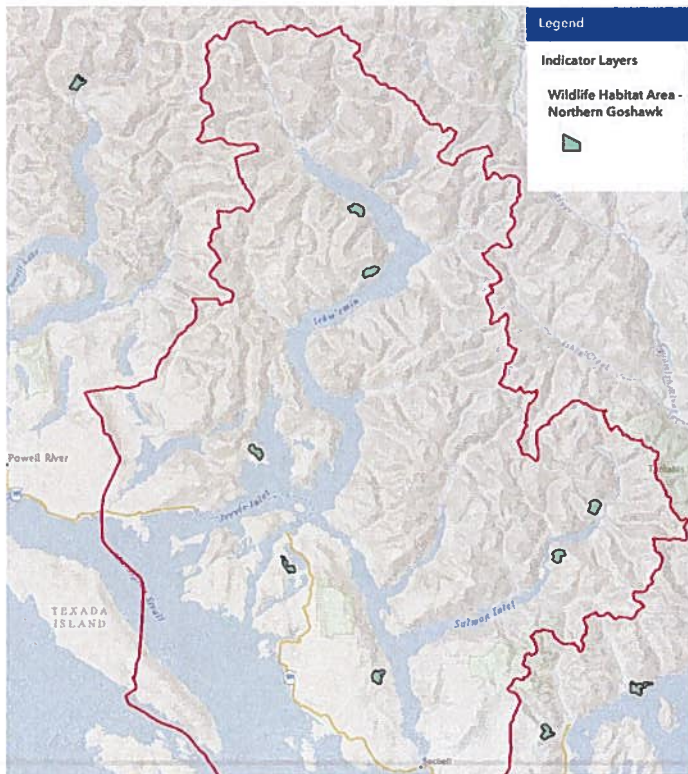


Figure: kakakewanxw (Northern Goshawk) Wildlife Habitat Areas



KEY FINDINGS

- The seven Northern Goshawk Wildlife Habitat Areas (WHAs) protect 1392 ha of habitat
- WHAs are in low-mid elevation ecosystems
- Information on nest site locations is limited

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Improve inventory of active/non-active nest site locations
- Collaborate with forest license holders and researchers for identification of nest sites
- Alignment with the BC implementation Plan for Northern Goshawk
- Consider forest age distribution

What questions do you have about these findings? What other information should the LUPT be considering when making decisions about kakakewanxw (Northern Goshawk)?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Wildlife: spipiyus (Marbled Murrelet)

What makes spipiyus (Marbled Murrelet) important in the swiya?

- Ecological roles of spipiyus
 - Nest high in the canopy of old growth forests
 - Populations are tied to the health of old growth costal forests
 - Spend a large part of their life cycle in the marine environment when they forage

Population status in the swiya

- First active nest ever to be discovered in BC was found in the early 1990s in the spipiyus swiya Conservation Area
- spipiyus Provincial Park was created in 1999 to protect this site and prime habitat for spipiyus
- The BC Marbled Murrelet Land Use Objectives Regulation Order was implemented in 2021
- Federally listed Species At Risk "Threatened" and is provincially "Blue-listed"



Suitable Habitat (SH) Area that is already within Protected Areas (PAs) and what Suitable Habitat that would be required to be added to Protected Areas for Landscape Units to meet the MAMU Land Use Objective Regulation (LOUR)

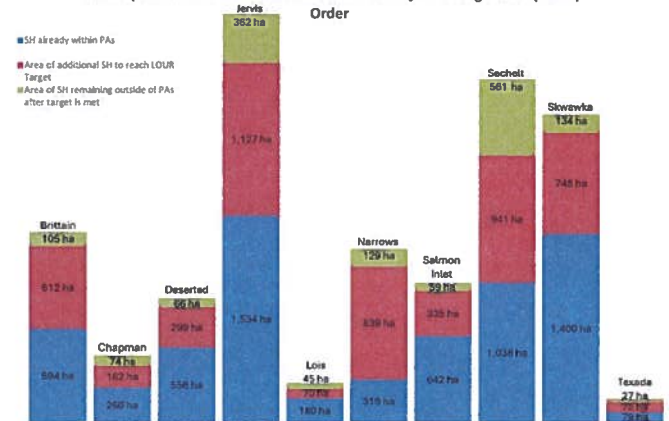
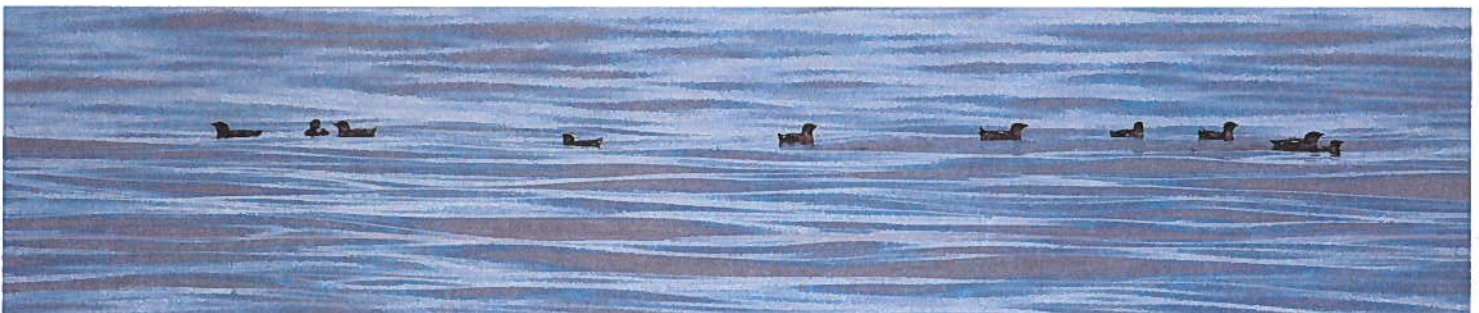


Figure: Analysis of Suitable Habitat for spipiyus (Marbled Murrelet)



KEY FINDINGS

- The province has identified and mapped 13,472 ha of spiiyus suitable nesting habitat in the swiya
- Approximately 50% of all the Class 1-3 suitable nesting habitat is within a protected area
- To meet the LUOR Order targets, over 60% of remaining suitable habitat will need to be set aside

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Align planning efforts and conservation designations with existing commitments and objectives set out by BC
- Develop objectives to improve old forest connectivity in key habitat areas
- Prioritize nesting habitat conservation in areas predicted to be more resilient to climate change impacts

What questions do you have about these findings? What other information should the LUPT be considering when making decisions about spiiyus (Marbled Murrelet)?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Watershed Integrity

What makes Watershed Integrity important in the swiya?

- Ecological roles of watersheds
 - Fulfill the hydrological functions that sustain aquatic habitat through networks of streams, wetlands, lakes, estuaries, etc.
 - Sustain sensitive and rich ecosystems associated with riparian zones, flood plains and ground water (e.g. key salmon spawning habitat)
 - Provide drinking water

Watershed status in the swiya

- There are 42 watersheds in the swiya that form a rich tapestry of steep mountain streams, serene lakes, winding creeks and sprawling wetlands, all cascading into the coastal inlets and the vibrant Salish Sea
- There is increasing pressure from:
 - Climate change
 - Alteration of watersheds and hydrological functions through development and natural resource extraction

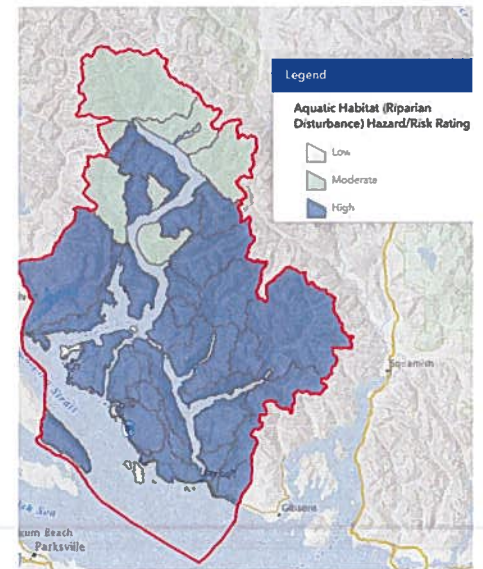
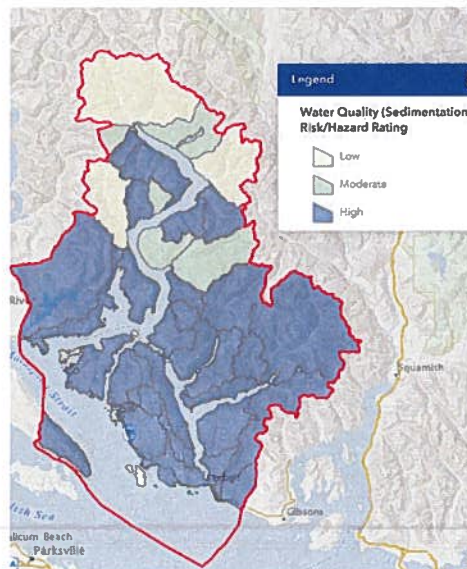
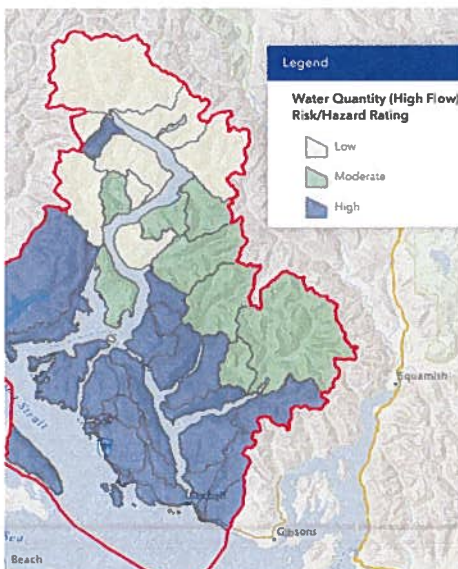
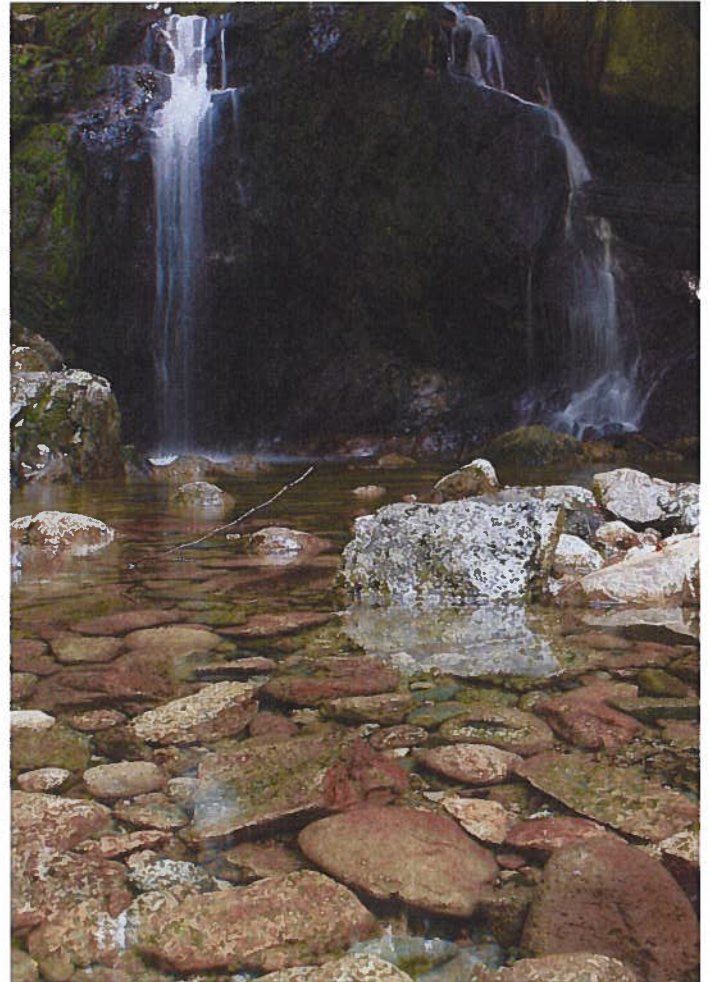


Figure: Summary of Watershed Impacts

KEY FINDINGS

- The south-west portion of the swiya has a higher risk of experiencing high water quantity flow events that could cause slope failures or damage to infrastructure
- The southern portion of the swiya has a higher risk of experiencing events that have a negative impact on water quality (sedimentation)
- Most of the swiya has a higher risk of experiencing events that could cause damage to aquatic habitat

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Consider management strategies to maintain hydrological functions especially for:
 - Areas with high concentrations/networks of small streams, lakes and/or wetlands
 - Priority watershed with high sensitivity to impacts, or with important ecological values (i.e. human water supply, key schelchalilhten (salmon) spawning areas)
- Identify priority watersheds to target conservation or restoration efforts and special management to build resilience
- Recommend establishing a long-term adaptive monitoring program for Watershed Integrity
- Provide management direction that is adaptive to changing climatic and environmental conditions

**What questions do you have about these findings?
What other information should the LUPT be considering when making decisions about Watershed Integrity?**

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Old Forests

What makes Old Forests important in the swiya?

- Old Forests (here, defined as over 200 years old) hold profound importance as they embody cultural significance, unique ecosystems, and irreplaceable natural heritage
- Ecological role of old forests, including and not limited to:
 - High biodiversity
 - Ecosystem resilience and fire resistance
 - Water interception and storage
 - Carbon storage and sequestration
 - Wildlife habitat
 - Aquatic habitat
 - Botanical resources
 - Cultural cedar
- Significance of old forests in shíshálh culture
 - shíshálh have been harvesting forest-based resources on a sustainable basis since time immemorial
 - The shíshálh Nation way of life is tightly linked to the forests that continue to provide food, medicines, spiritual and ceremonial sites, cedar wood and bark, all of which contribute to shíshálh identity, language, and culture
- Socio-economic importance of old forests, including but not limited to:
 - Commercial timber and by-products with qualities found only in Old Forests,
 - Water interception and storage, positively affecting quality and availability of drinking water,
 - Visual appeal and recreational opportunities, supporting tourism and outdoor activities,
 - Scientific research, opportunities for new discoveries

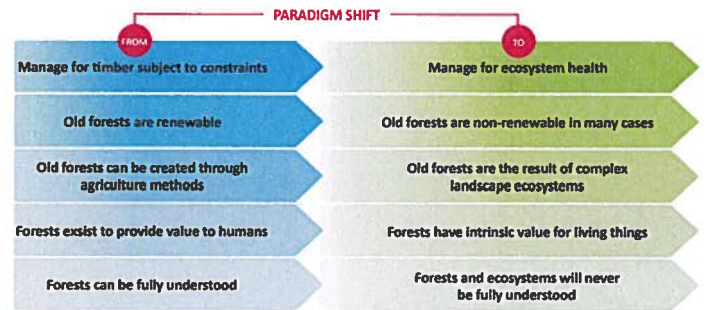


Figure: Old forest management paradigm shift

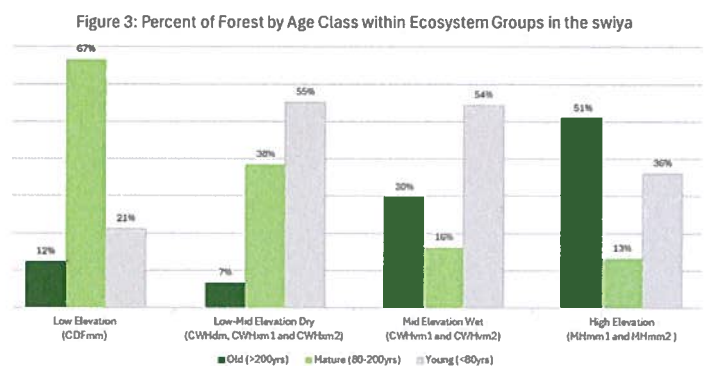


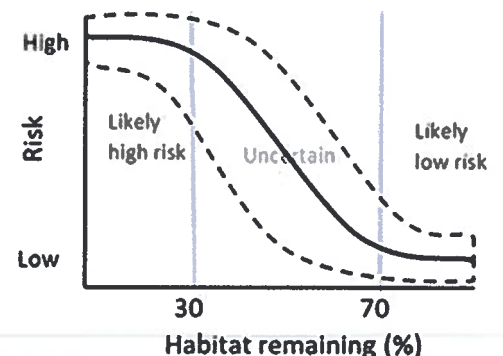
Figure: Percent of Forest by Age Class within Ecosystem Groups

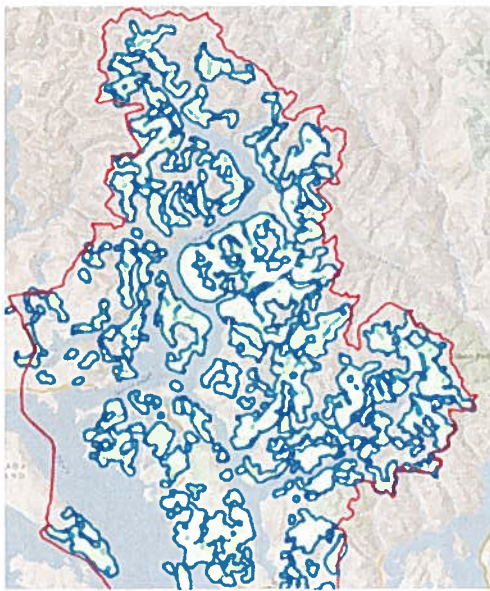
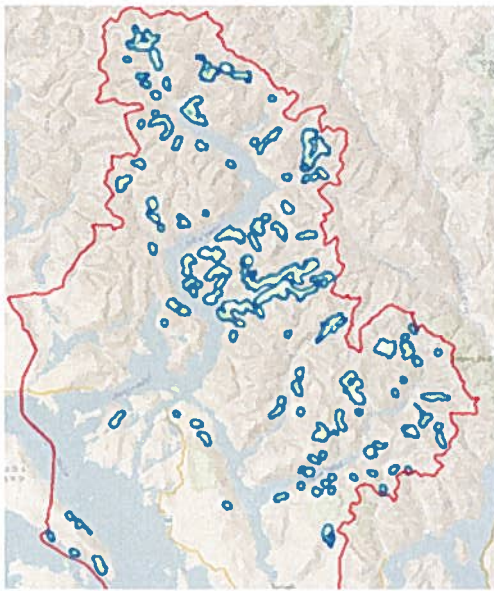
Old Growth in the swiya

- Commercial forest harvesting in the swiya since late 19th and early 20th centuries
- Remaining old-growth forests are largely limited to high-elevation and steep-sloped areas
- Societal paradigm shift is focused on reconciliation with First Nations, shared stewardship, and more ecosystem health-based forest management

Table 4: Risk to Biodiversity Thresholds and Ratings (Adapted from CEF Forest Biodiversity Protocol Sept 2020 Final)			
Thresholds: Percent of Forest that is Old Forest (>200 years)	Risk to Biodiversity Rating	Definition (likelihood of biodiversity loss)	Probability % of Biodiversity Loss Occurring
>70%	Low	Unlikely	<33%
30-70%	Moderate	May	33-66%
10-30%	High	Likely	>66%
0-10%	Very High	Very Likely	>88%

Figure: Risk to Biodiversity Thresholds and Ratings



**LEGEND**

- 1,269 - 1,600 (80-100% effective)
- 967 - 1,269 (60-80% effective)
- 687 - 967 (40-60% effective)
- 417 - 687 (20-40% effective)
- 160 - 417 (10-20% effective)

Figure: Old and Mature Forest Distribution

KEY FINDINGS**Analysis 1: Connectivity Effectiveness of Old and Mature Forest**

- There is good forest connectivity for Old (200+ years) and Mature (80+ years) forests across all elevations
- When looking only at Old Forests (200+ years) there are significant gaps in forest connectivity, especially at lower elevations

Analysis 2: Amount of Old Forest by Age Class for each Ecosystem Group

- Representation of Old Forests is best in High Elevation Ecosystem Group and lowest in the Low-Mid Elevation Ecosystem Group

Analysis 3: Risk to Biodiversity in each BEC Zone

- Risk to biodiversity is likely low when more than 70% habitat remains and likely high when less than 30% remains

**What questions do you have about these findings?
What other information should the LUPT be considering when making decisions about Old Forests?**



PRELIMINARY CONSIDERATIONS FOR PLANNING

- Consider use of risk to biodiversity targets (identifying and ranking the most significant threats to various species and ecosystems)
- Develop guidelines for forest recruitment potential (forests that if protected would over time contribute to sustaining biodiversity) and protection to achieve risk to biodiversity targets
- Identify forested areas with Old Forest recruitment potential and consider overlaps with other values:
 - Cultural and heritage sites
 - Protected areas
 - Economic impacts
 - Forest connectivity
 - Climate Refugia Areas
 - Rare ecological communities
 - Wildlife habitat
 - Cedar dominant stands
- Recommend a monitoring approach to assess effectiveness of existing Old Growth Management Areas and other Protected Areas
- Assess Forest Carbon Storage potential
- Consider consistency with guidelines from the Sunshine Coast Forest Landscape Plan pilot project
- Consider outcomes of the BC Old Forest Strategic Review and Draft BC Biodiversity and Ecosystem Health Framework (2023)

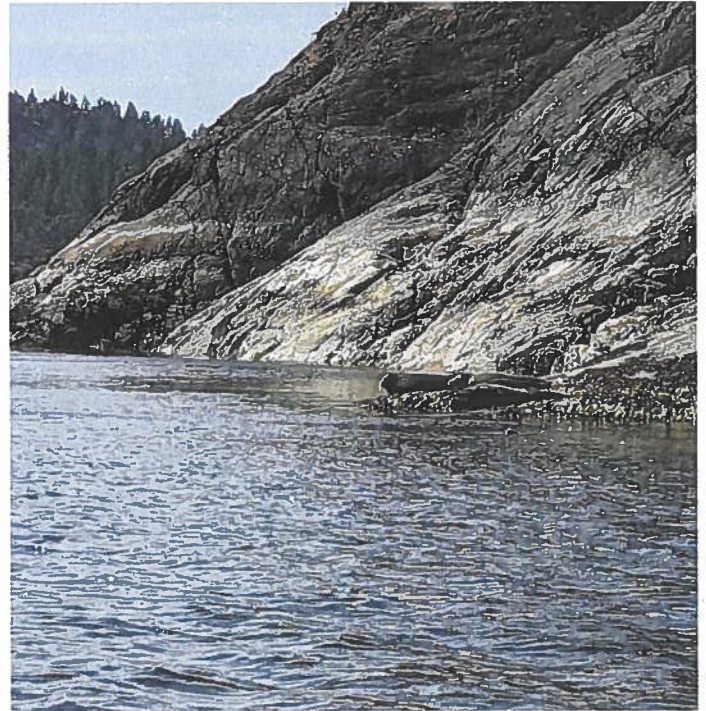
What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Coastal Foreshore

What makes the coastal foreshore important in the swiya?

- Ecological role of the coastal foreshore
 - The swiya's extensive coastline is over 900 Km
 - Features protected bays, rocky shorelines, estuaries, and offshore islands, wetlands, estuaries, eelgrass beds, subtidal sponge reefs, and kelp forests
 - Supports a wide range of marine species, including fish, shellfish, marine plants, marine birds, and sea mammals
- Socio-economic role of the coastal foreshore
 - Supports local fisheries, recreational activities, and tourism, which are key to the region's economy
 - Coastal properties are highly sought after for their natural beauty
- Significance of the coastal foreshore in shíshálh culture
 - Since time immemorial the shíshálh people have lived along the coastlines, using the waterways for navigational purposes, harvest food, and strengthen nation-to-nation relations
 - Connected to the time of creation, tied to the stories of the shíshálh people, and part of shíshálh identity and is irreplaceable
 - Cultural ceremonies were often held on the foreshore



Status of the coastal foreshore in the swiya

- Cumulative impact from industrial, residential, and recreational development has significantly reduced the diversity and abundance of coastal resources
- Threat from rising sea levels, coastal erosion, and ocean acidification from climate change



KEY FINDINGS

- Key Intertidal Backshore Habitats (estuaries and wetlands) are found primarily in the southern coastal portion of the swiya
- Distribution of eelgrass beds mostly found in shallow intertidal waters
- Large kelp beds occur in areas with good saltwater flows and depths less than 30m
- Clam beds well-distributed throughout the swiya
- Schelchalilhten (Salmon) spawning habitat for an endangered Sakinaw Lake Sockeye Salmon occurs only in stsexwena (Sakinaw Lake)
- Nearshore sponge reefs found in steep inlets with deep water nearshore sills (30+ meters). It is likely abundant in similar habitat elsewhere in the swiya

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Identify coastal foreshore areas:
 - With archaeological, cultural and heritage sites
 - Where field surveys are needed to fill knowledge gaps
 - With sensitive ecosystems and high biodiversity values
 - That have higher resilience to climate change
 - Where multiple values overlap
- Assess impacts of sea level rise on shishálh archaeological, cultural and heritage sites
- Address sea level rise adaptation and mitigation where there are the highest impacts to property, homes, businesses and road infrastructure
- Integrate management tools and protection measures for areas with overlapping coastal foreshore values (e.g., backshore habitats, eelgrass bed, kelp beds, clam beds, key spawning areas, sponge reefs)
- Prioritize foreshore restoration in areas with high significance (for example clam beaches with high restoration potential)
- Consider planning options that mitigate human impacts on the coastal foreshore

What questions do you have about these findings? What other information should the LUPT be considering when making decisions about Coastal Foreshore?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Climate Change

What makes the Climate Change important in the swiya?

- Ecological impacts of climate change
 - Climate change is rapidly altering habitats from fish and invertebrates to birds and mammals
- Socio-economic impacts of climate change
 - Changing weather patterns, including longer fire seasons and droughts, affect forested areas, aquatic habitat and water quality
 - Chapman Lake water supply shortages are due in part to reduced snowpack
 - Coastal erosion and flooding are become more severe putting pressure on community infrastructure
- Impacts of climate change on shíshálh culture
 - Affects ability to perform cultural ceremonies and restricts access into the swiya
 - Affecting shíshálh's traditional calendar
 - Erosion of coastal lands endanger cultural and archaeological sites
 - Warmer ocean temperature and acidification impact species integral to shíshálh culture, economy and food security



Examples of Climate Change Impacts

- Prolonged droughts and heatwaves:
 - Cedar tree mortality in drier ecosystems
 - Drying streams impact salmon spawning grounds and wildlife that depend on those e.g.: mayuk
 - Shellfish mortality, as seen during the 2021 heatwave, stresses the entire marine ecosystem
 - Intensified wildfire risks with longer fire seasons.
- Rising temperatures:
 - More winter precipitation falls as rain, reducing snowpacks and leading to earlier snowmelt and receding glaciers
 - Reduced snowpack threatens water supplies like Chapman Lake
- Coastal erosion and flooding:
 - 3.7 cm sea level rise in Vancouver area (1910–2014).
 - Atmospheric rivers increase runoff, water turbidity, and landslides, as seen in 2021 damage to Redroofs Rd

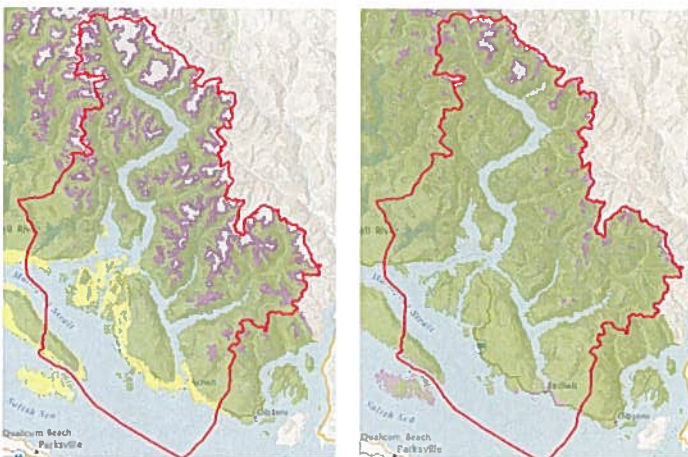


Figure: Biogeoclimatic Ecosystem Classification Shifts

Biogeoclimatic Ecosystem Classification Shifts within the Sunshine Coast Forest District

2081 - 2100

- Coastal Douglas fir (CDF)
- Coastal Western Hemlock (CWH)
- Englemann Spruce Subalpine (ESSF)
- Interior Cedar Hemlock (ICH)
- Mountain Hemlock (Mh)
- Mountain Spruce (MS)
- Coastal Mountain heather Alpine (CMA)
- Coastal Redwood Forest (CRF)
- Coastal Mixed Evergreen (CMX)

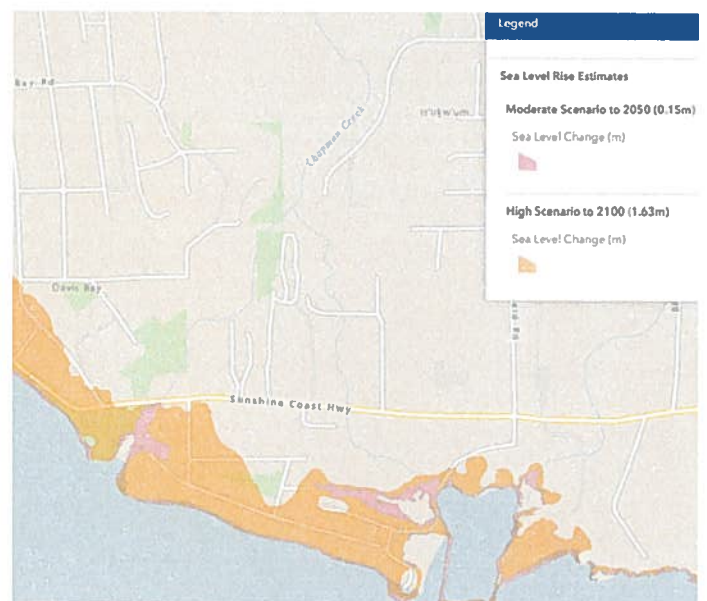


Figure: Sea Level Rise Estimates

KEY FINDINGS

Predicted Climate Change Impacts in the swiya (next 50-75 years)

- Ecosystem Shifts (BEC):
 - Coastal Western Hemlock (CWH) and Mountain Hemlock (MH) to extend and replace alpine
 - Coastal Douglas Fir (CDF) may disappear entirely.
 - New Forest Ecosystems: Coastal Redwood Forest (CRF) and Coastal Mixed Evergreen (CMX) could migrate into the swiya from the southwest Cascadia (2081–2100)
- Sea Level Rise Risks:
 - Southern low-lying coastal areas (population centers) are at the highest risk of erosion and coastal flooding
- Temperature & Precipitation:
 - Temperature +3.25°C and seasonal precipitation +7%
 - Significant reductions in annual snowpacks.
 - Changes to watershed hydrology, fire regimes, aquatic ecosystems, and availability of drinking water

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Consider adaptive management strategies, for example:
 - Long-term monitoring plan for key environmental indicators to support adaptive management
 - Prioritizing Climate Refugia Areas when planning conservation designations
 - Protective measures for networks of wetlands, streams, and lakes, and their connectivity
 - Forest Carbon Offset Projects
 - Forest management practices to maintain Western Red Cedar in ecologically suitable areas
 - Assess sea level rise and impact on coastal values
 - Wildfire risk management

What questions do you have about these findings? What other information should the LUPT be considering when making decisions about Climate Change?

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?



Cumulative Impacts

What makes the Cumulative Impacts important in the swiya?

- Cumulative impacts result from the combined effects of activities like logging, mining, fishing, and development over time
- Impacts on Environment:
 - Degradation of all ecosystem types
 - Loss of habitat and biodiversity
 - Reduced water quality and quantity
- Impacts on shishálh Culture:
 - Loss or damage to sacred sites and cultural areas.
 - Endangerment of cultural practices, identity, and ceremonials
 - Depletion of marine resources and increase pollution (E.g.: shellfish harvesting difficult and unsafe Porpoise Bay)
 - Loss of hunting grounds due to development activities and increase in land use (E.g.: increased recreation trails, inaccessibility to areas with human development)

What do we know about cumulative impacts in the swiya?

- Loss of Old-Growth Forests:
 - Extensive logging since the mid-19th century has replaced low/mid-elevation old-growth forests with younger, rotational forests
- Decline in Ecosystem Health and Biodiversity caused by activities like:
 - Forest road building, hydroelectric development, and mining
 - Aquaculture, industrial, and residential developments.
 - Recreational use
- Unsanctioned Activities:
 - Contribute to cumulative ecological, economic, and cultural harm (E.g.: unsanctioned trails and campsites, poaching, over harvest of shellfish, untenured docks)

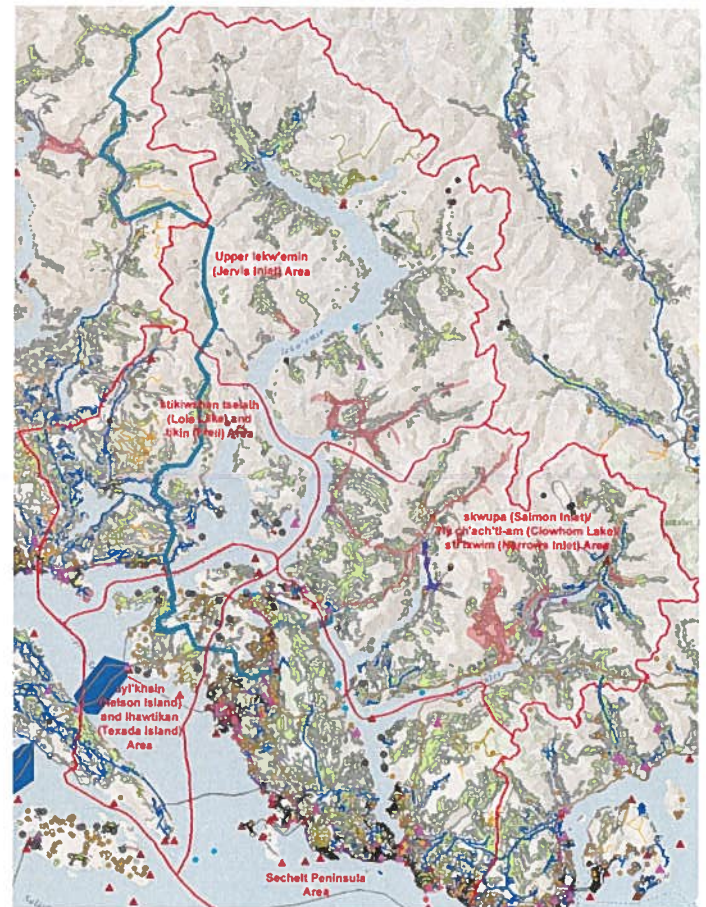
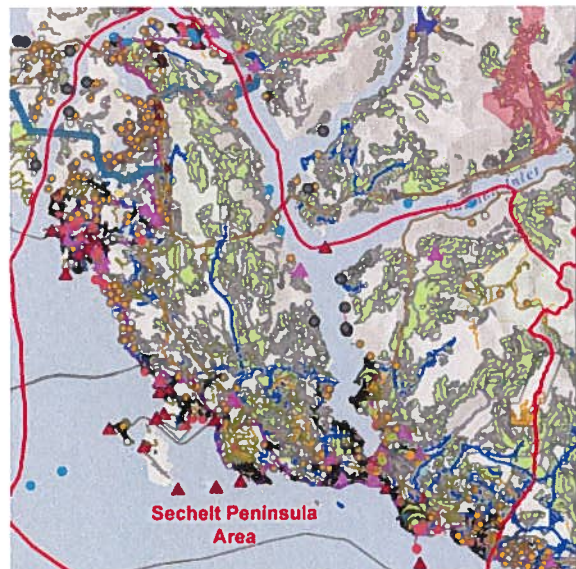


Figure: Mapping of Cumulative Impacts in the swiya



Southern Swiya



Northern Swiya

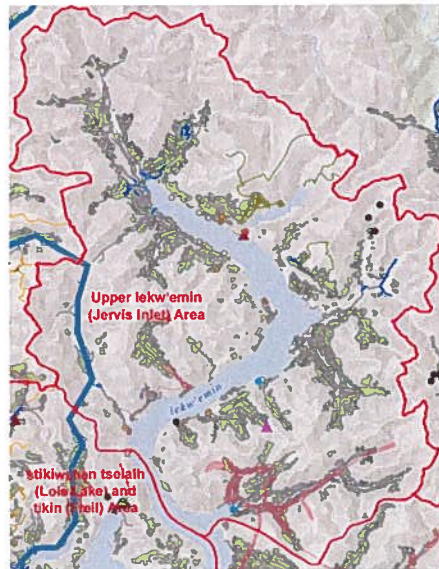


Figure: Mapping of Cumulative Impacts in the swiya

FINDINGS AND INITIAL INTERPRETATIONS

- All watersheds in the swiya are impacted by human activities
- Challenge: Each watershed experiences unique impacts, illustrating the complex relationship between human activities and the natural environment

Southern Swiya:

- High to Very High cumulative impacts due to accessibility, and natural resource extraction and development
- Notable effects on forest biodiversity and hydrology in low- to mid-elevation forests

Northern Swiya:

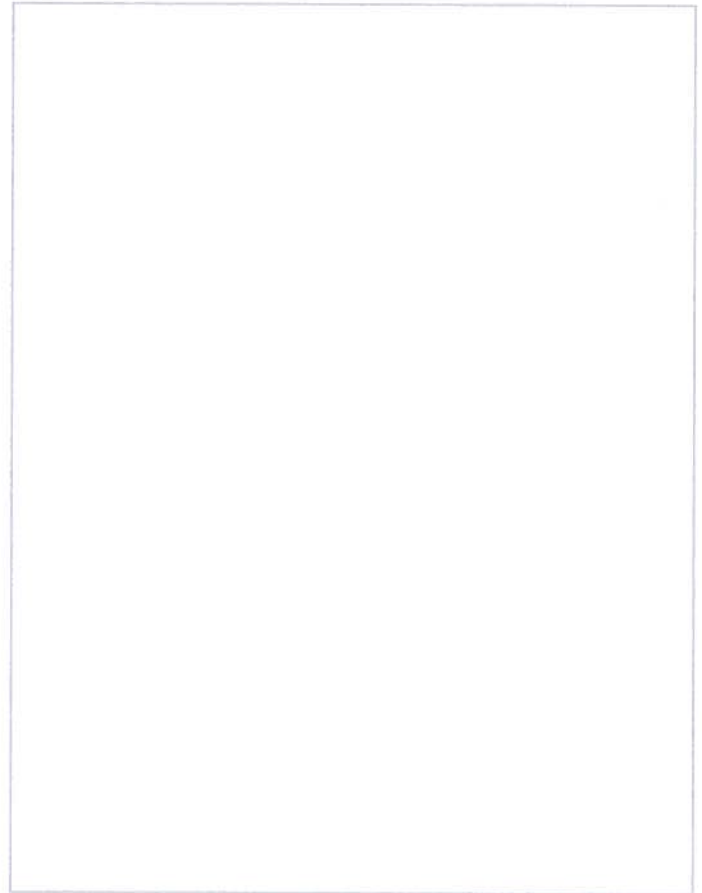
- Moderate to High cumulative impacts, with less activity due to higher resource extraction costs and limited accessibility (marine or air transport)
- Takeaway: Cumulative impacts vary across the swiya, emphasizing the need for tailored strategies to address environmental and developmental challenges in each region

**What questions do you have about these findings?
What other information should the LUPT be considering when making decisions about Cumulative Impacts?**

PRELIMINARY CONSIDERATIONS FOR PLANNING

- Ecosystem Health:
 - Maintain ecological integrity and diversity
 - Support habitat connectivity e.g.: retain forest corridors between protected areas of old forest
- Climate Resiliency:
 - Sustain and promote ecosystem resilience to better resist and adapt to climate change impacts
- Water:
 - Assess and manage risks to water quality and quantity, including impacts on drinking water and on aquatic/fish habitat
- Studies:
 - Assess carrying capacity of watersheds
 - Assess impact on cultural use and cultural resources, coastal foreshore, marine habitats, and forest carbon storage
- Guidance for Sustainable Development:
 - Develop effectiveness monitoring plan
 - Establish guidelines for environmentally sustainable activity limits
 - Use available tools (E.g.: the BC Cumulative Effects Framework to evaluate new land use authorizations)
- Community Engagement:
 - Develop a guardianship program and foster public education to promote respectful usage of the land and reduce unauthorized resource use

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?





Socio Economic Baseline

What makes a Socio Economic Baseline important in the swiya?

- A baseline study provides information about the current condition before a land use plan is finalized or implemented
- It is used to estimate incremental changes to socio-economic conditions that would occur due to implementing a Land Use Plan
- Purpose:
 - Provides snapshot of current socio-economic and environmental conditions
 - Supports evaluation of incremental changes resulting from the land use plan's implementation
- Land Use Planning Goals:
 - Balance cultural and environmental values with development
 - Enhance resilience and sustainability of local economies
 - Strategically address climate change and environmental degradation challenges
- Benefits for Coastal Communities:
 - Sustain and diversify resource-based industries (Forestry, mining, energy, tourism, and fisheries)
 - Promote responsible environmental stewardship and cultural protection
 - Create opportunities for sustainable economic growth while safeguarding natural and cultural resources



What do we know about the Socio Economic Baseline in the swiya?

- Key Economic Sectors (Resource-based):
 - Forestry
 - Mining
 - Energy
 - Fisheries
 - Tourism & Recreation
- Socio-Economic Health:
 - Vital to local livelihoods and the broader Sunshine Coast economy.
 - Crucial for community prosperity.
 - Resource industries must balance economic growth with the preservation of cultural and environmental values



Economic



Social



Cultural

Figure: Benefits

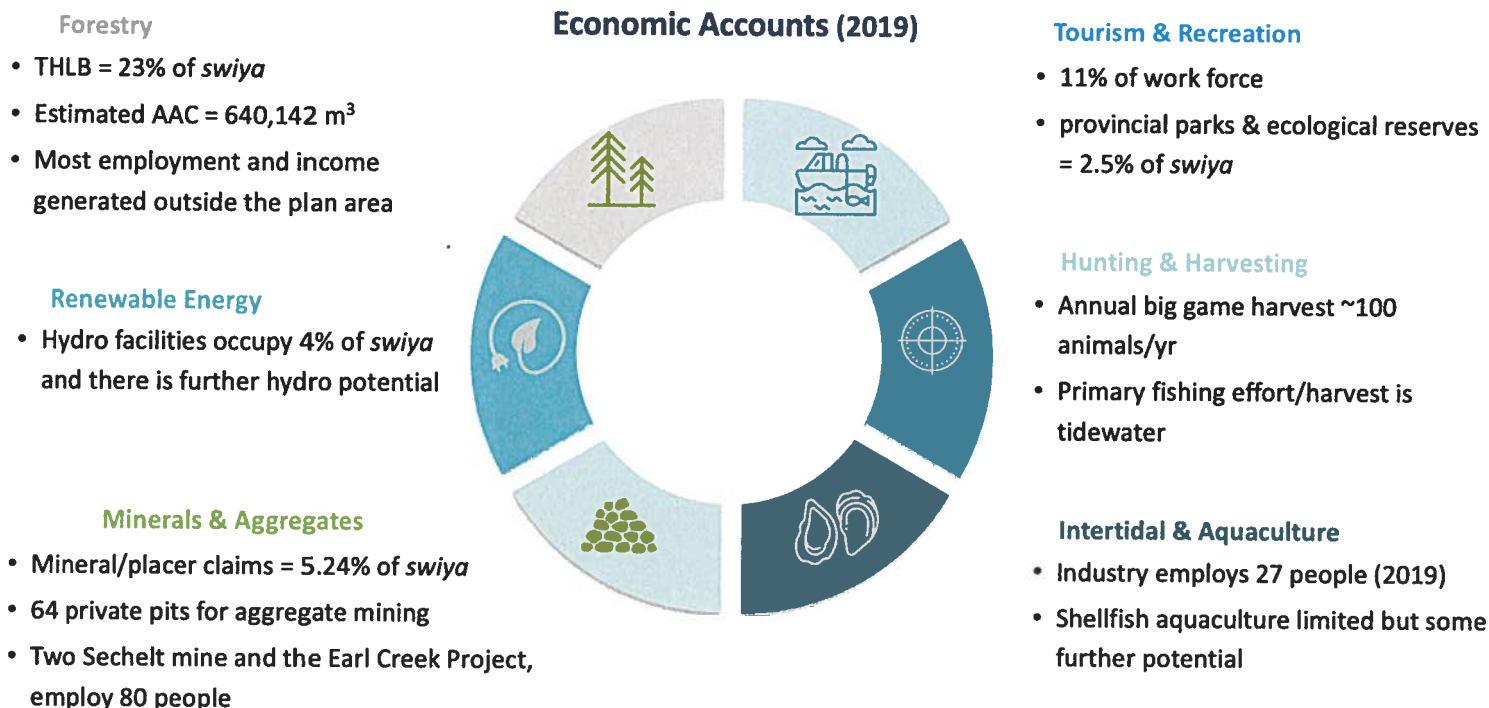
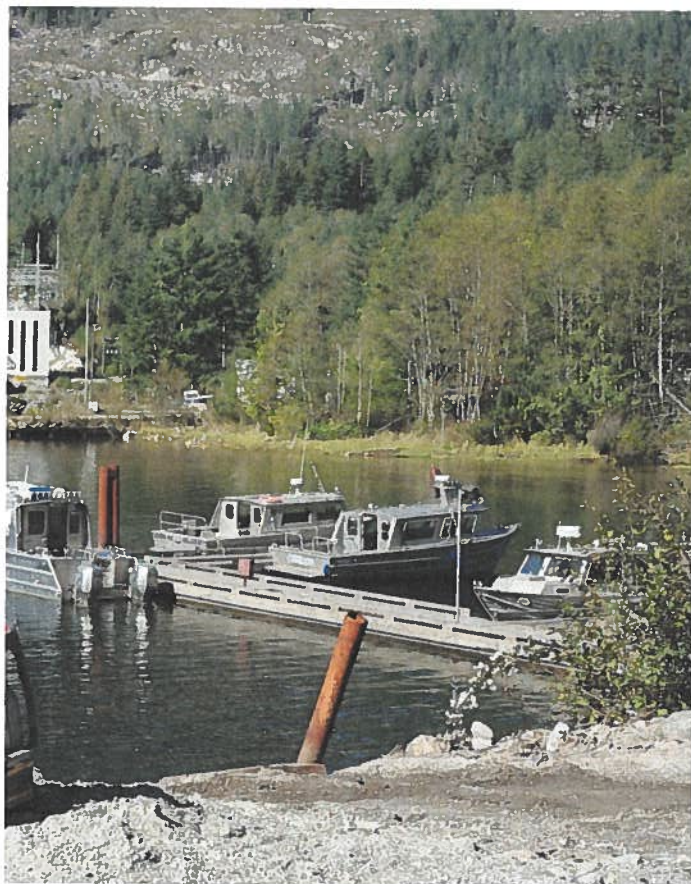


Figure: Summary of Socio Economic Baseline Study



KEY FINDINGS

- The retirement sector is the largest part of the area's economic base with a major portion of all community income coming from transfer payments (pensions) and non-employment sources of income (retirement savings)
- Tourism/recreation, forestry and mining are currently an important part of a sustainable local and regional economy
- The regional economy is limited in its diversity due to accessibility, ecosystem carrying capacity, water, infrastructure, limited private land availability, small and aging population, population growth and rapid increase in cost of living.

Key Findings, Social Accounts (2019):

Local Government Services

- 2016 population in swiya = 19,679
- Peak population anticipated around 2033
- 99% of local government revenue is from Own Purpose Property Taxes
- Major industry is not a significant source of local government revenue
- A significant portion of income comes from transfer payments (e.g., pensions) and non-employment sources (e.g., retirement savings)

Limited Economic Diversity

- Challenges such as accessibility, ecosystem carrying capacity, water, infrastructure, and limited private land contribute to a lack of economic diversity
- Issues like aging population, population growth, and the rising cost of living also limit growth potential
- Most community income comes from pensions and retirement savings (approximately 40%)

Community Wellbeing

- Employment rates are on a downward trend at the time of this study
- Retirement industry is large part of the economy
- Major economic drivers include tourism/recreation, forestry, and mining
- Resource-based industries are integral to the region's sustainable economy

**What questions do you have about these findings?
What other information should the LUPT be
considering when making decisions about
Cumulative Impacts?**

PRELIMINARY CONSIDERATIONS FOR PLANNING

Culture:

- Maintain shíshálh culture and way of life

Sustainable Forest Management:

- Balance forest industry with long-term sustainable timber supply while maintaining ecosystem integrity.
- Explore value-added secondary forest products (e.g., salal, mushrooms) to support the economy

Mining and Aggregates:

- Address mining and aggregate tenures and claims responsibly

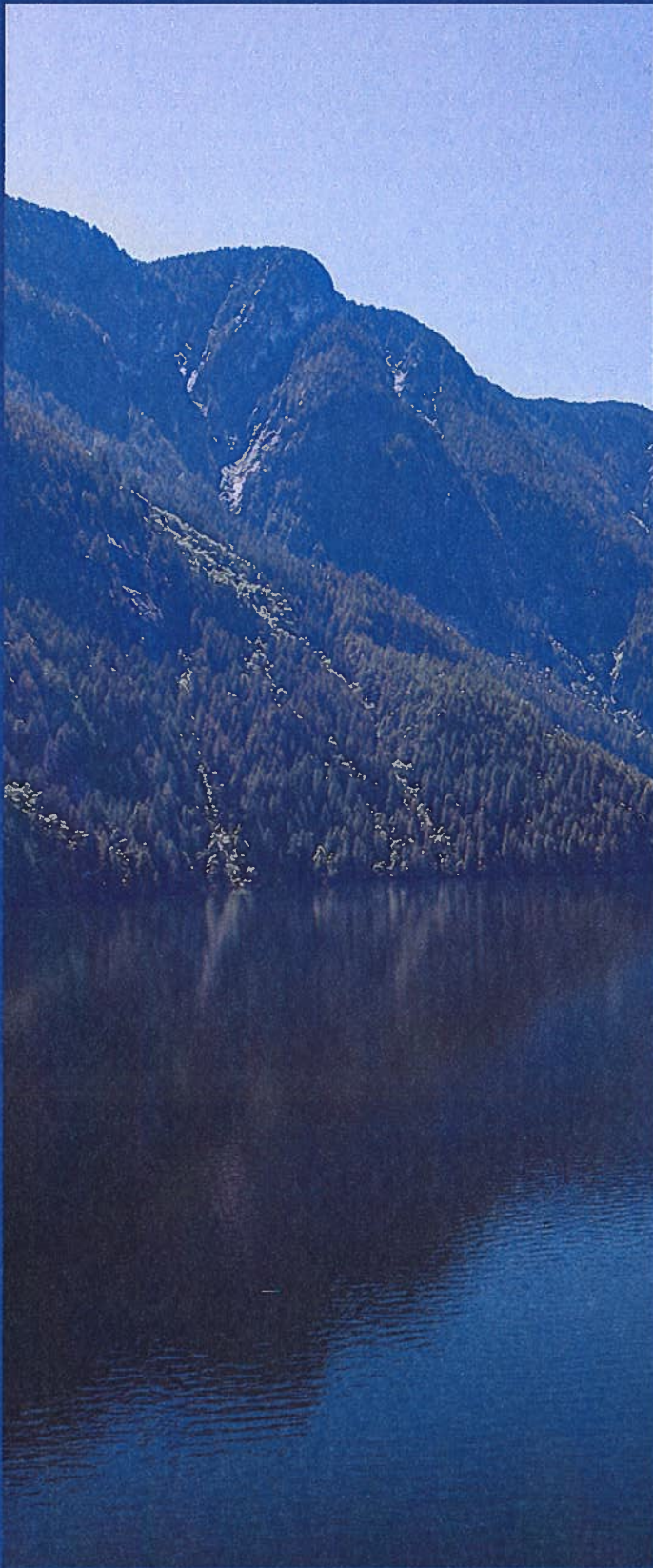
Social and Economic Impacts:

- Assess the impacts of land use designations and management on resource-based industries and tourism

Recommendations for Future Projects:

- Assess and monitor cumulative impacts of:
 - Tourism and recreation on cultural and environmental values
 - Economic development on cultural and environmental values
- Integrate climate change forecasting models into resource development planning
- Conduct a second study to assess socio-economic changes post Covid and prior to finalizing the Land Use Plan

What questions do you have about these preliminary considerations for planning? How might these preliminary considerations for planning impact (positively or negatively) the swiya and those who work and live in the swiya?





Staff Report

Request for Decision

TO: Committee of the Whole – June 12, 2025

AUTHOR: Tina Perreault, Chief Administrative Officer

SUBJECT: **Community Excellence Award**

OVERVIEW

Purpose of Report:

The purpose of this report is to seek Board decision to apply for the Union of BC Municipalities (UBCM) Community Excellence Award to recognize and celebrate the Sunshine Coast Regional District (SCRD) and shíshálh Nation's collaboration applying for the Disaster Mitigation and Adaptation Fund (DMAF) grant for the Lower Crown Reservoir.

Recommendation(s):

- (1) **THAT the SCRD apply for the UBCM Community Excellence Award under the category of Excellence in Governance;**
 - (2) **AND THAT a Board resolution be forwarded to UBCM indicating support for the joint application;**
 - (3) **AND FURTHER THAT the SCRD request a Council resolution from the shíshálh Nation indicating support for the joint application.**
-

BACKGROUND

The Community Excellence Awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to encourage local governments to learn from the success of other members to implement changes in their own communities.

DISCUSSION AND ANALYSIS OF OPTIONS

The Community Excellence Awards program is open to UBCM members only, including local government and First Nation members. UBCM members may submit one application per category. To be eligible for consideration, projects:

- Must have been initiated after January 1, 2020, and be substantially completed.
- Cannot be the subject of an application that was previously awarded a Community Excellence Award.
- May have been funded by grant programs administered by UBCM.

The categories are:

- **Excellence in Governance** - Governance is the process of decision-making and how

decisions are implemented (or not implemented).

- **Excellence in Service Delivery** - Service delivery involves the actual production and provision of goods and services to the community and should be integrated with community plans and aligned with financial plans.
- **Excellence in Asset Management** - Asset management is an integrated business approach that involves planning, finance, engineering and operations to effectively manage existing and new infrastructure to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a sustainable manner.
- **Excellence in Sustainability** - Sustainability means meeting current needs without compromising the ability of future generations to meet their own needs.

OPTION 1 – Apply for award (recommended)

This option enables the SCRD to pursue an award through the UBCM Community Excellence program. If successful, the award would recognize and celebrate the SCRD and shíshálh Nation for implementing a project or program that demonstrates excellence in Governance.

This option is recommended. Should the Committee choose to proceed, a proposed recommendation is included in the Overview section of this report.

OPTION 2 – Do not apply for award

This option would result in no further action in applying for the Community Excellence Award. Staff do not recommend this option. Should the Board choose to go with Option 2, a recommendation could be considered as follows:

THAT staff take no further action in applying for the UBCM's Community Excellence Award.

FINANCIAL IMPLICATIONS

n/a

STRATEGIC PLAN IMPLICATIONS

This award can be seen as supporting the Strategic Focus Area of Water Stewardship in the Board's 2023 – 2027 Strategic Plan.

TIMELINE

The application deadline is May 30, 2025. UBCM will accept applications without a Board resolution, providing the resolution is received by August 15, 2025.

SUMMARY AND CONCLUSION

Staff recommend that the Board approve the application request to apply for the Community Excellence Award under the Excellence in Governance category.

ATTACHMENT(S):

A – Community Excellence Awards 2025 Program Application Guide

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	

Community Excellence Awards

2025 Application Guide

Application Deadline: May 30, 2025

1. Introduction

The Community Excellence Awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to encourage local governments to learn from the success of other members in order to implement changes in their own communities.

UBCM has offered the Community Excellence Awards since 2004.

2. Eligible Applicants and Projects

The Community Excellence Awards program is open to UBCM members only, including local government and First Nation members. UBCM members may submit one application per category.

To be eligible for consideration, projects:

- Must have been initiated after January 1, 2020 and be substantially completed.
- Cannot be the subject of an application that was previously awarded a Community Excellence Award.
- May have been funded by grant programs administered by UBCM.

3. Categories

The purposes of local governments in BC are set out in both the *Community Charter* and the *Local Government Act* and generally focus on good governance, providing services for community benefit, providing stewardship of public assets, and fostering sustainability.

Based on this, the categories are:

Excellence in Governance

Governance is the process of decision-making and the means by which decisions are implemented (or not implemented).

This category recognizes UBCM members that utilize governance processes and policies that are outcomes-based and consensus oriented; support and encourage citizen participation in

civic decision-making; are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long-term thinking. This may include projects focused on staff, elected officials and/or the community at large.

Excellence in Service Delivery

Service delivery involves the actual production and provision of goods and services to the community, and should be integrated with community plans and aligned with financial plans.

This category recognizes UBCM members that provide effective services in a proactive manner and demonstrate benefit to the community.

Excellence in Asset Management

Asset management is an integrated business approach that involves planning, finance, engineering and operations to effectively manage existing and new infrastructure in order to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a sustainable manner.

This category recognizes UBCM members that have developed and implemented a comprehensive system of asset management policies and practices, meeting and/or exceeding accepted best practices such as the International Infrastructure Management Manual, ISO 55000 or Asset Management for Sustainable Service Delivery: A BC Framework.

Excellence in Sustainability

Sustainability means meeting current needs without compromising the ability of future generations to meet their own needs.

This category recognizes UBCM members that incorporate a long-term sustainability lens by considering the four pillars - cultural, social, economic and environmental issues - in planning, policy and practice.

4. Program Criteria

All applications will be scored against the following overall program criteria:

- Leadership: the extent to which the applicant acted as a local or regional leader in the development or implementation of the project.
- Financial management and planning: the degree to which the project and/or organization has implemented financial best practices that support long-term financial planning, value for money, financial sustainability and/or economic development.
- Partnerships and collaboration: the breadth and depth of community and/or regional partnerships that supported the project and the extent to which internal (e.g. inter-departmental and/or staff and elected officials) and/or external collaboration was evident.
- Innovation and promising practices: the degree to which the project demonstrated creativity and innovation, and contributed to increased efficiency or effectiveness.

- Engagement and communications: the extent to which internal and/or external engagement was foundational to the success of the project, including the use of communication tools such as social media.
- Transferability: the degree to which the process or outcomes of the project, or other learnings, could be conveyed to other UBCM members.
- Performance measurement: the extent to which the project has identified and/or utilized performance measures, benchmarks and/or standards to demonstrate benefit to the community.

5. UBCM Presidents Committee Choice Award

The Presidents Committee Choice Award is an opportunity for an outstanding, unique and/or special project, that would otherwise not be recognized through the adjudication process, to be recognized in the Community Excellence Award's program.

The award is not an additional category that applicants can apply under; instead candidates for the award are identified during the regular adjudication process.

The criteria for considering a candidate for the Presidents Committee Choice Award include:

- Exemplary demonstration of excellence in meeting objectives of local government (for example, as demonstrated by highest application review score in a given intake);
- Outstanding achievement in relation to a current issue faced by local governments.

6. Application Process

Application Deadline

The application deadline is May 30, 2025

Application Contents

All applicants are required to submit an electronic copy of the complete application package, including:

- Signed application form. Applications should be submitted as Word or PDF files.
- Council, Board or Band Council resolution indicating support for the project to be considered for a 2025 Community Excellence Award. Note: UBCM will accept applications without a resolution, providing the resolution is received by August 15, 2025. Please contact UBCM if the resolution cannot be submitted by the application deadline.
- Five representative photos of the project. Photos should be submitted as JPEG files at a high resolution suitable for display.
- Links to any publicly available videos related to the project.

Review of Applications

UBCM staff will perform a preliminary review of all applications to ensure the required application elements have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Should UBCM staff determine that a submission is more suitable to a different category than the one submitted to, they may transfer the application to that category.

Subject matter experts will assess and score all eligible applications. UBCM's Presidents Committee will then review recommendations and scores from the subject matter experts and select category winners and, if recommended, honourable mentions.

The committee may also consider if applicants have received past awards and the location and type of each project.

7. Awards Ceremony

Awards will be presented during UBCM's 2025 Convention. All delegates are invited to attend the awards event.

Please note that in the case that an application for a project with multiple partners is selected for an award or honourable mention, only the local government that submitted the application will be identified as the recipient.

8. Additional Information

Please visit the Community Excellence Awards section of the UBCM website or contact awards@ubcm.ca.



Staff Report

Request for Decision

TO: Committee of the Whole – June 12, 2025

AUTHOR: Jesse Waldorf, Manager, Capital Projects
Stephen Misiurak, Senior Capital Projects Engineer

SUBJECT: Chaster Well Improvements – Budget Increase and Contract Award

OVERVIEW

The purpose of this report is to provide the Board with options to consider regarding a budget increase request for the Chaster Well Improvements Project and to award the construction contract to ZN Projects Ltd., (ZN) for the Well Redevelopment on the Chaster Well Improvements Project.

This report requests Board decision to accept, reject, or provide alternate direction with respect to staff's recommendations as presented below.

Recommendation(s):

- (1) THAT the Chaster Well Improvements Project budget be increased by \$244,000, for a total project budget of \$701,500, funded through Regional Water Service Capital Reserves;**
 - (2) AND THAT the Request for Proposal 2537007 contract award for the Well Redevelopment of the Chaster Well Improvements Phase 2 be awarded to ZN Projects Ltd. in the amount up to \$539,100 (excluding GST);**
 - (3) AND THAT the delegated authorities be authorized to execute the contract;**
 - (4) AND FURTHER THAT the 2025-2029 Financial Plan be amended accordingly.**
-

BACKGROUND

Chaster Well, located at 256 Knight Road, Gibsons, BC, is a critical supplemental production well that is an integral component of the Regional District's Regional Water System (RWS). The well has a depth of 108 meters and normally is in operation as a supplementary production well during the summer months (May to September), providing up to one million cubic meters of potable water per day of drinking water to the residents within the RWS. When the available supply of water is low and the demand and use is high within the RWS, Chaster Well provides a significant quantity of water to the system during its operation, reducing but not eliminating the need from the Chapman and Edwards Lake Reserves.

During the summer of 2024 the submersible pump and motor experienced an electrical failure and is currently inoperable. Further to that, the current construction of the well is non-compliant with the *BC Water Sustainability Act (WSA)* and recommendations have been made to

bring the wellhead into compliance by raising the wellhead above grade and installing a pitless adapter assembly.

When redeveloped and upgraded, Chaster Well will be able to pump in tandem with the Church Road wells and be able to provide up to 4,750,000 cubic meters of water into the RWS.

At the regular Board meeting of January 23, 2025, the Board made the following recommendation:

022/25 **Recommendation No. 3** *Chaster Well Maintenance and Upgrade*

THAT the report titled Chaster Well Maintenance and Upgrade Budget Amendment be received for information;

AND THAT the budget for the Chaster Well Maintenance and Upgrade Project be increased by \$329,000 funded from [370] Regional Water Service Capital Reserves;

AND FURTHER THAT the increase to the budget be included in the draft 2025-2029 Financial Plan.

The Chaster Well Improvements Project is divided into two scopes of work, reconditioning of the well, and installation of new infrastructure. The reconditioning scope is related to the ongoing operation and maintenance of the well. The capital scope is related to the replacement of the pump/motor assembly and upgrading of overall well infrastructure.

Reconditioning Scope:

1. Kalwij Water Dynamics Inc. (KWD) contract includes:
 - Redeveloping and cleaning the well to improve the hydraulic performance and water quantity output.
 - Assess the effectiveness of the well rehabilitation program.
 - Perform pre and post cleaning water quality and quantity pumping tests.
2. Pump testing for performance confirmation and completion of the replacement pumpsizing.
3. Water well sensors installation and calibration.

Installation Scope:

1. ZN Projects Ltd. contract includes:
 - Supply, install, integrate, and commission the new 150 mm diameter stainless steel submersible vertical multistage pump and motor assembly.
 - Raising to grade the below ground well head, to be above grade and upon completion the well will be in compliance with WSA.
 - Construct site mechanical improvements with the installation of a new accessible valve vault to house the mechanical pipe appurtenances and flow control valve.
 - Complete the electrical design fabrication and install, required electrical wiring, and connections to the new motor and pump assembly, including all wiring connections to the motor control center and SCADA system.

A budget of \$329,000 was approved during the 2025 budget deliberations for the well redevelopment, pump and motor replacement, and electrical upgrades. This is in addition to the pre-existing \$128,500 budget for completing the original scope of work, including relocating the wellhead, installing ductile iron piping, and upgrading connections for watermain, chlorination, and controls bringing the total approved budget to \$457,500.

DISCUSSION AND ANALYSIS OF OPTIONS

In accordance with the Regional District's Procurement Policy, a Request for Proposal (RFP) 2537007 to secure a contractor to complete the Well Redevelopment for the Chaster Well Improvements Phase 2 was issued March 14, 2025, and closed on May 07, 2025.

The Regional District did not receive any formal responses by the tender closing date. The Purchasing Division reached out to ZN to negotiate a contract.

Staff are requesting advance award authorization to avoid losing the July construction window, and the report will seek Board authority to award a contract to the selected proponent up to a maximum of \$539,100. Staff would finalize this at or below that limit before the contract is awarded.

Completing the reconditioning items before installing the replacement pump is critical to long-term reliability and to protecting the capital investment and delaying it would cause additional costs later as the work would still be required.

An increase is being requested in part due to delay in completion of project design, and necessary changes to the scope of work based on materials, specifications, and equipment to meet Regional District and Vancouver Coastal Health (VCH) standards.

OPTION 1 – Increase project budget by \$244,000 and proceed with contract award to ZN Projects Ltd.

With this option the following outcomes would occur:

- Project budget would increase by \$244,000 to \$701,500 and be funded through Regional Service Water Capital Reserves.
- The contract for construction services would be awarded to ZN Projects Ltd.
- Well redevelopment work would commence in July 2025.
- Chaster Well would be back in operation by the end of summer with the ability to provide supplemental support to the RWS.

Staff Recommendation

Staff recommend this option. Should the Board choose to go with Option 1, a recommendation has been proposed in the Overview section, on page one of this report.

OPTION 2 – Do not increase project budget and do not proceed with contract award to ZN Projects Ltd.

This option would have the following implications:

- Chaster Well would remain out of operation and unavailable as a supplementary water

source for the RWS.

- The well will continue to be non-compliant with VCH recommendations and the WSA.

Staff Recommendation

Staff do not recommend this option. However, should the Board choose to go with Option 2, the following recommendation could be considered:

THAT staff pause the construction services for the well redevelopment for the Chaster Well Improvements Phase 2 Project and prepare a budget proposal to be presented during 2026 budget deliberations.

FINANCIAL IMPLICATIONS

The existing unspent budget for this project is \$441,000.

ZN proposes a fee of \$539,100 for the scope of work outlined in RFP 2537007. Due to the pump motor failure and the reliability of Chaster Well during peak summer months, staff recommend an approximate 10% contingency on the project budget which could be used to address any unforeseen complications.

Unspent Existing Budget	Value	Total
Previously Allocated Remaining Budget	\$ 112,000	
Budget Allocation January 23, 2025	\$ 329,000	
Unspent Existing Budget Available		\$ 441,000
Amended Budget		
Reconditioning Scope Costs		\$ 136,700
Reconditioning Contract	\$ 86,000	
Pump Testing (Portion of ZN Proposal)	\$ 47,500	
Well Sensors Reinstallation and Calibrations	\$ 3,200	
Installation Scope Costs		\$ 488,300
ZN Proposal (not incl. Pump Testing see above)	\$ 488,300	
		\$ 625,000
Contingency (10%)	\$ 60,000	
Proposed Amended Budget		\$ 685,000
Total Shortfall		\$ 244,000

Based on the tendered price and 10% contingency, the project has a \$244,000 shortfall. Staff recommend that the shortfall be funded from Regional Water Service Capital Reserves. Total uncommitted Regional Water [370] Service Capital Reserves are \$8,721,075.

STRATEGIC PLAN IMPLICATIONS

The project is directly related to the Service Delivery Focus Area of Water Stewardship in the Board's 2023-2027 Strategic Plan.

TIMELINE

The timeline to ensure Chaster Well is in operation to supplement the RWS is as follows:

- Well reconditioning – June to Mid July 2025
- Construction (Capital) – July to mid/late August 2025
- Chaster Well Commissioning - Operation – Mid/Late August 2025

COMMUNICATIONS

Information on this project will be shared broadly via local media, corporate newsletters, social media, and the Regional District's website. Additional information will be provided to property owners in the vicinity of the wellfield.

SUMMARY AND CONCLUSION

Chaster Well is normally brought online in early June to strengthen summer water supply.

Staff recommend a budget increase of \$244,000 for the project funded from Regional Water Service Capital Reserves.

In accordance with the Regional District's Procurement Policy, RFP 2537007 was issued for the Well Redevelopment. No compliant bids were received. Purchasing staff negotiated a bid from a contractor which exceeded the initial cost estimate. Staff recommend awarding a contract for construction services to ZN Projects Ltd. in the amount up to \$539,100 (excluding GST).

Reviewed by:			
Manager		Finance	X - A. Taylor
Acting GM	X – J. Waldorf	Legislative	
CAO	X - T. Perreault	Other	X – V. Schilling



Staff Report For Information

TO: Committee of the Whole - June 12, 2025
AUTHOR: Sam Adams, Parks Planning and Community Development Coordinator
SUBJECT: **Seaview Cemetery Expansion – Project Update**

OVERVIEW

Purpose of Report:

This report is for information. No staff recommendation accompanies this report and Committee of the Whole action is not required.

BACKGROUND

Seaview cemetery is a triangle-shaped 2.3 hectares Sunshine Coast Regional District (SCRD) owned property (Attachment A). It contains approximately 2,400 interments of casket burials, in-ground cremations, and above-ground niches contained in three columbaria. The earliest recorded burial at Seaview Cemetery dates to 1937. The SCRD assumed operations of the cemetery in 1976 and provides direct services for plot sales, burials, and memorial marker installation, as well as ongoing maintenance activities. Plot excavation and landscape maintenance are provided through contracted services.

The 2022 Sunshine Coast Regional District Draft Cemetery Master Plan was approved as a planning tool for short term future cemetery services and infrastructure priorities (*Resolution 212/22 Recommendation No.2*). The Plan outlines a phased approach to meeting current and future demands at Seaview Cemetery.

As part of the 2023-2027 Financial Plan, \$589,600 for the Seaview Cemetery Expansion Project was approved (*Resolution 049/23 Recommendation No. 21*) to address the urgent priority needs for additional casket lots and columbarium niches, to complete the conceptual design for the full build out of the cemetery (SW corner), as well as a design to address stormwater management.

DISCUSSION

A contract was awarded to a consulting firm specializing in cemetery planning and design in August 2024 (*Resolution 181/24*) to advance the Seaview Cemetery Expansion Project. The consultant, working closely with staff, led the technical studies and design for the Seaview Expansion Project, which has three distinct aspects:

1. Address Immediate Inventory Demand – Infill in existing cemetery operating area

There currently are waiting lists for presales of both inground casket plots and columbaria

spaces.

The infill phase consists primarily of closing redundant sections of road and converting them into full inground burial plots. This will yield approximately 200 new inground full casket lots which is estimated to provide 8 years of inventory.

Two new columbaria are also to be installed which will complete the development of the existing columbaria area. This will provide 48 new above-ground columbaria spaces which is estimated to provide 5 years of inventory.

Of note: The infill project includes 6 new spaces for the Jewish Burial Society.

2. Conceptual plan for the full build out of the cemetery

The SW corner of the property has not been developed. This phase of the project includes the provision of a conceptual plan and cost estimate to develop this area.

Technical studies revealed a high-water table and geotechnical constraints in the undeveloped southwest corner, limiting development. Options include:

- development of cremation garden and columbaria area, or
- limited full casket lot burial, or
- mixed inground cremation and columbarium niche (would not include full casket lots)

Once the infill area construction has been completed, staff will review demand trends against current inventory in order to recommend which option to pursue for the SW corner. The detailed design and development of the SW corner will require a budget proposal, which staff will bring forward as part of a future financial planning process.

3. Stormwater Management

The Ministry of Transportation and Transit (MoTT) has an easement for stormwater management that originates on Hwy 101, transects through the cemetery property and drains out to a catchment on Lower Road. Erosion has been noted on the banks of this drainage channel that could potentially affect burial plots located in close proximity. MoTT and SCRD are in conversation regarding mitigation of the erosion as well as realignment of the easement (50% design drawing options will be shared with MoTT to explore the potential for collaborative planning).

Advancement of the stormwater management design will also require a budget proposal as part of a future financial planning process.

FINANCIAL IMPLICATIONS

There are no financial considerations at this time. The construction of the infill, installation of the columbarium's, and 50% designs for the SW corner build out and storm water management plan will be completed within the approved budget.

LEGISLATIVE IMPLICATIONS

N/A

STRATEGIC PLAN IMPLICATIONS

N/A

TIMELINE

The new inground burial spaces and columbarium installations are estimated to be complete by the end of Q4 2025.

COMMUNICATIONS

Staff will notify the public of the infill construction schedules through the SCRD Parks web page.

SUMMARY AND CONCLUSION

The Seaview Cemetery Expansion Project, guided by the 2022 Draft Cemetery Master Plan, addresses the urgent need for in ground burial sites and columbaria niches as well as explores options for future development of the SW corner of the Seaview Cemetery property. Expansion options are limited due to high water table and geotechnical constraints on site. Future expansion project proposals for Seaview would be brought forward by staff as part of a future financial planning process.

ATTACHMENT(S): A – Map of Seaview Cemetery

Reviewed by:			
Manager	X – J. Huntington	Finance	X- A. Taylor
GM	X - S. Gagnon	Legislative	
CAO	X- T. Perreault	Other	

Seaview Cemetery



Index Map



Legend

- Seaview Boundary
- Jurisdiction
- Streams
- Parcels



74.5 0 37.26 74.5 Meters

This information has been compiled by the Sunshine Coast Regional District (SCRD) using data derived from a number of sources with varying levels of accuracy. The SCRD disclaims all responsibility for the accuracy or completeness of this information.



6/6/2025
1: 1,467