

DISTRICT OF SEHELT
MINUTES OF THE
SPECIAL COMMITTEE OF THE WHOLE MEETING
held via Zoom Online Meeting Platform
Wednesday, March 31, 2021

PRESENT Mayor D. Siegers; Councillors J. Kuester; T. Lamb; M. McLean and E. Scott

REGRETS Councillors A. Toth and B. Rowe

STAFF Chief Administrative Officer A. Yeates; Director of Engineering and Operations K. Dhillon; Director of Planning and Development Services A. Allen; Director of Financial Services D. Douglas; Wastewater Supervisor, C. Miller; Chief Building Official J. Nyhus (partial attendance); Communications Manager J. Rogers (partial attendance); Executive Assistant K. Poulsen (partial attendance); Corporate Officer J. Frank and Recording Secretary J. Chamberlain

In accordance with the orders from the Provincial Health Officer regarding COVID-19, the March 31, 2021 Special Committee of the Whole meeting was conducted by electronic means.

1. CALL TO ORDER

Mayor Siegers called the Committee of the Whole Meeting to order at 3:03 pm and acknowledged the traditional territories of Sk̓wx̓wú7mesh Nation and shíshálh Nation.

2. ADOPTION OF AGENDA

Recommendation No. 1

Moved/Seconded

That the agenda be adopted, as presented.

CARRIED

3. APPOINTMENTS AND DELEGATIONS

None.

4. NEW BUSINESS

None.

5. BUSINESS ITEMS

5.1 Public Engagement for 2021 Budget Planning

Recommendation No. 2

Moved/Seconded

That the Summary of Budget Survey Responses report from the Executive Assistant be received.

CARRIED

The Executive Assistant noted that the District received the most public participation and engagement to date related to the annual budget, and the final public participation session will be held on April 6, 2021 at 12pm.

5.2 2021 Sewer Operating Budget;

5.3 2021 Sewer Capital Budget;

5.4 2021 Sewer Reserves; and

5.5 2021 Sewer Consolidated Budget

The Director provided an overview of the sewer operating budget, ongoing and one-time costs, the five-year capital plan, capital projects and the sewer and septage reserves.

In discussion it was noted that:

- The Roof Replacement – Dusty Road Building project’s funding source should read Septage Reserve.
- Staff have applied for a grant for the Wakefield Lift Station, but if the grant is unsuccessful, staff will come forward with a request to find alternate funding sources.
- The Part Time Operator – Septage Receiving/Dusty Road is pending input from septage haulers.
- Staff suggest to have the sewer reserve balance be between \$750,000 - \$1,000,000.
- To fulfill the 2021 budget needs, an increase of \$113 to Residential Sewer User Fees is being proposed.
- The Sewer Operating Fund is under funded from a revenue perspective.
- Staff are requesting two early budget approvals: the first in the amount of \$350,000 for the Water Resource Centre Chemical Storage Facility; and, the second in the amount of \$150,000 for Maintenance Hole Replacement.
- There will be an increase to the Sewer User Fees for shíshálh Nation.
- The Federal Government has indicated that the Community Works Fund (also known as Gas Tax) may be increasing in 2021, which is anticipated to be announced when the federal budget is completed.

- The Lift Station Telemetry (SCADA) would be an efficient, cost effective and proactive sewer project, and may qualify for Community Works grant funding.

Recommendation No. 3

Moved/Seconded

That pending confirmation from the Federal government on the additional Community Works grant funding, be it resolved that \$150,000 of the 2021 Maintenance Hole Replacement project be funded through the additional Community Works Grant Fund; and

If the Community Works Grant Fund does not increase prior to adoption of the District of Sechelt's 2021 Financial Plan, that \$150,000 of the 2021 Maintenance Hole Replacement project be funded through Sewer User Fees.

CARRIED

Recommendation No. 4

Moved/Seconded

That the proposed 2021 Sewer Operating, Ongoing and One-Time projects, with exception of the Part-Time Operator – Septage Receiving/Dusty Road, be approved and incorporated into the 2021 Financial Plan.

CARRIED

Recommendation No. 5

Moved/Seconded

That the proposed 2021 Sewer Capital projects be approved and incorporated into the 2021 Financial Plan.

CARRIED

Recommendation No. 6

Moved/Seconded

That the proposed 2021 Septage Capital projects be approved and incorporated into the 2021 Financial Plan.

CARRIED

Recommendation No. 7

Moved/Seconded

That the Committee recommend to Council that the Water Resource Centre Chemical Storage Facility and 2021 funding for the Maintenance Hole Replacement be approved prior to 2021 Financial Plan adoption.

CARRIED

6. ADJOURNMENT

Recommendation No. 8

Moved/Seconded

That the Special Committee of the Whole meeting of March 31, 2021 be adjourned at 4:14 pm.

CARRIED

Certified Correct:

Darnelda Siegers, Mayor

Jo-Anne Frank, Corporate Officer