



# SUNSHINE COAST REGIONAL DISTRICT



**REGULAR BOARD MEETING  
TO BE HELD ELECTRONICALLY IN ACCORDANCE WITH  
MINISTERIAL ORDER M192 AND TRANSMITTED VIA  
THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT  
OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.**

**THURSDAY, JULY 8, 2021**

## **AMENDED AGENDA**

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**CALL TO ORDER 2:00 p.m.**

### **AGENDA**

1. Adoption of agenda

### **MINUTES**

2. Regular Board meeting minutes of June 24, 2021

Annex A  
Pages 1 – 10

### **BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

### **PRESENTATIONS AND DELEGATIONS**

### **REPORTS**

3. Corporate and Administrative Services Committee recommendation Nos. 1, 2, 4, 6-11 and 13-15 of June 24, 2021 (*recommendation Nos. 3, 5 and 12 previously adopted*) Annex B  
pp 11 - 15
- 3a. →ADD Infrastructure Services Committee recommendation Nos. 1, 2 and 3 July 8, 2021 pp 15a - b
4. Alternative Approval Process Results – Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021 – Corporate Officer →ADD  
pp 15c - d

### **COMMUNICATIONS**

5. Captain Steven Achterberg, Sechelt Fire Department and Muscular Dystrophy Chair (Sunshine Coast) Annex C  
pp 16 - 30  
Regarding request for letter of support for September 25-26, 2021 'Mayday for MD' fundraising/awareness event for Muscular Dystrophy Canada (MDC)

### **MOTIONS**

6. THAT the resignation of Dougald MacDonald from the Elphinstone (Area E) Advisory Planning Commission be received.

7. THAT the resignation of Jesse Bowen from the Water Supply Advisory Committee be received in accordance with section 4.8 of the Water Supply Advisory Committee’s Terms of Reference, “Members who are absent for four consecutive bi-monthly meetings will be deemed to have resigned their position unless the absence is because of illness or injury or is with the leave of the SCRD Board.”

**BYLAWS**

8. *Sunshine Coast Regional District Sanitary Landfill Site Amendment Bylaw No. 405.24, 2021* Annex D  
pp 31 - 33  
**– adoption**  
**(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)**
  
9. **⇒ADD** *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021* Annex E  
pp 34 - 35  
**– adoption**  
**(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)**

**DIRECTORS’ REPORTS**

Verbal

**NEW BUSINESS**

**IN CAMERA**

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (i), (j), (k) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment”, “the receipt of advice that is subject to solicitor-client privilege...”, “information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of FOIPPA”, “negotiations and related discussion respecting the proposed provision of a municipal service...” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...”.

**ADJOURNMENT**

**Recommendation No. 1**    *Power System Replacement for Sechelt Landfill Update*

THAT the report titled Power System Replacement for Sechelt Landfill Update be received for information;

AND THAT the Sechelt Landfill pursue a direct connection to the BC Hydro grid;

AND THAT the Sechelt Landfill power supply system replacement budget be increased from \$115,000 to \$212,000 funded through MFA 5-Year Equipment Finance Loan;

AND THAT a loan of up to \$212,000 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 repair of the Power Supply System at the Sechelt Landfill;

AND THAT the Sechelt Landfill [352] base budget be increased by \$1,200 for Annual Maintenance and Operating costs starting in 2022 funded from tipping fees;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT these recommendations be forwarded to the July 8, 2021 Board meeting.

**Recommendation No. 2**    *Request for Quotations (RFQ) 2137006 and 20137007 Contract Awards – Pipe and Fittings Supply and Contracted Equipment for Chaster Road and Henry Road Water Main Replacement Projects*

THAT the report titled Request for Quotations (RFQ) 2137006 and 20137007 Contract Awards – Pipe and Fittings Supply and Contracted Equipment for Chaster Road and Henry Road Water Main Replacement Projects be received for information;

AND THAT the contract for supply of ductile iron pipe and fittings for Chaster Road and Henry Road Water Main Replacement Projects be awarded to Andrew Sheret Ltd. in the amount of \$285,318.38 (plus GST);

AND THAT the contract for the supply of excavation and hauling equipment for the Chaster Road and Henry Road Water Main Projects be awarded to GRP Construction Ltd. in the amount of \$255,343.75 (plus GST);

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

AND FURTHER THAT this recommendation be forwarded to the July 8, 2021 Board Meeting.

**Recommendation No. 3** *Request for Proposal (RFP) 2137005 Contract Award – Design, Permitting and Engineering Services For Upgrades to McNeil, Chapman, and Edwards Lake Dams*

THAT the report titled Request for Proposal (RFP) 2137005 Contract Award – Design, Permitting and Engineering Services for Upgrades to McNeil, Chapman, and Edwards Lake Dams be received for information;

AND THAT the contract for Design, Permitting and Engineering Services for Upgrades to McNeil Lake Dam be awarded to WSP Canada Inc. in the amount of \$106,183 (plus GST);

AND THAT the contract for Design, Permitting and Engineering Services for Upgrades to Chapman and Edwards Lake Dams be awarded to WSP Canada Inc. in the amount of \$193,817 (plus GST);

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

AND FURTHER THAT this recommendation be forwarded to the July 8, 2021 Board Meeting for consideration.

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – July 8, 2021

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** ALTERNATIVE APPROVAL PROCESS RESULTS – WATER METER INSTALLATIONS  
PROJECT LOAN AUTHORIZATION BYLAW No. 730, 2021

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### RECOMMENDATION(S)

**THAT** the report titled **Alternative Approval Process Results – Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021** be received for information.

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### BACKGROUND

The deadline for the receipt of elector response forms for the *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021* Alternative Approval Process was 4:30 p.m. on Wednesday, July 7, 2021.

### DISCUSSION

The Corporate Officer's Certification of the results of the Alternative Approval Process are attached. In total, 805 response forms were submitted and 773 were certified as valid. As elector response forms were received from less than 10% electors in the service area (calculated at 2,120), elector approval has been obtained and the Board may consider adoption of *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021*. A breakdown of submissions is provided below:

Participating area	Valid Elector Responses
District of Sechelt	580
A – Egmont/Pender Harbour	12
B – Halfmoon Bay	62
D – Roberts Creek	57
E – Elphinstone	41
F – West Howe Sound	21
<b>TOTAL VALID RESPONSES</b>	<b>773</b>

### CONCLUSION

Staff recommend receipt of this report.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO	D. McKinley	Other	



## SUNSHINE COAST REGIONAL DISTRICT

### Corporate Officer's Certification

I, the undersigned Corporate Officer, as the person assigned responsibility for corporate administration under section 236 of the *Local Government Act*, certify the results of the alternative approval process that was conducted to obtain the approval of the electors for the *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021*, as follows:

Number of valid elector response forms received before the deadline 773

10% of electors in the service area 2,120

On the basis of the elector response forms received before the deadline, I have determined and hereby certify that elector approval in accordance with Section 86 of the *Community Charter* has been obtained.

DATED this 8<sup>th</sup> day of July, 2021.

  
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Sherry Reid, Corporate Officer

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 730**

A bylaw to authorize the borrowing of up to Seven Million Two Hundred and Fifty Thousand Dollars for Phase Three of the Water Meter Installations Project

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WHEREAS the Board of the Sunshine Coast Regional District has established by Bylaw No. 1002, a service for the purpose of providing potable water to the Water Supply and Distribution Service Area;

AND WHEREAS the Board of the Sunshine Coast Regional District wishes to complete Phase Three of the Water Meter Installations Project to support conservation and leak detection;

AND WHEREAS the Board of the Sunshine Coast Regional District wishes to borrow for debt incurred by Phase Three of the Water Meter Installations Project (the "Works");

AND WHEREAS the estimated cost of the Works, including expenses incidental thereto, that is not covered by other sources of revenue, is the sum of up to Seven Million Two Hundred and Fifty Thousand (\$7,250,000) which is the amount of debt created by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed fifteen years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Board of the Sunshine Coast Regional District has obtained the approval of electors in the Water Supply and Distribution service area;

NOW THEREFORE, the Board of the Sunshine Coast Regional District in open meeting assembled, enacts as follows:

1. This bylaw may be cited as *Water Meter Installations Project Loan Authorization Bylaw No. 730, 2021*.
2. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out Phase Three of the Water Meter Installations Project serving the Water Supply and Distribution Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding Seven Million Two Hundred and Fifty Thousand Dollars (\$7,250,000);
  - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with Phase Three of the Water Meter Installations Project.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is fifteen years.

READ A FIRST TIME	this	11 <sup>th</sup>	day of	March, 2021
READ A SECOND TIME	this	11 <sup>th</sup>	day of	March, 2021
READ A THIRD TIME	this	11 <sup>th</sup>	day of	March, 2021
APPROVED BY THE INSPECTOR OF MUNICIPALITIES	this	15 <sup>th</sup>	day of	April, 2021
RECEIVED THE APPROVAL OF THE ELECTORS	this	7 <sup>th</sup>	day of	July, 2021
ADOPTED	this	8 <sup>th</sup>	day of	July, 2021

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CORPORATE OFFICER

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CHAIR