



SUNSHINE COAST REGIONAL DISTRICT

October 12, 2023

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

PRESENT:	Chair	Electoral Area A	L. Lee
	Directors	Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	D. Inkster (in part)
		District of Sechelt	A. Toth
ALSO PRESENT:	Chief Administrative Officer		D. McKinley (in part)
	Corporate Officer		S. Reid
	GM, Community Services (Acting)		G. Donn
	GM, Infrastructure Services		R. Rosenboom (in part)
	GM, Infrastructure Services (Acting)		M. Brown (in part)
	GM, Planning and Development		I. Hall (in part)
	Fire Chief – Special Projects		B. Higgs (in part)
	Manager, Information Technology and GIS		D. Nelson (in part)
	Manager, Protective Services		M. Treit (in part)
	Manager, Legislative Services / Recorder		J. Hill
	Media		1
	Public		3

**Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.*

CALL TO ORDER 2:04 p.m.

AGENDA It was moved and seconded

291/23 THAT the agenda for the meeting be adopted as presented.

CARRIED

The Board moved In Camera at 2:05 p.m.

IN CAMERA It was moved and seconded

292/23 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (f), (g), (i), (k) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations...”, “law enforcement ...”, “litigation or potential litigation...”, “the receipt of advice that is subject to solicitor-client privilege...”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”.

CARRIED

The Board moved out of In Camera at 2:38 p.m.

The Board recessed at 2:38 p.m. and reconvened at 2:47 p.m.

MINUTES

Minutes **It was moved and seconded**

293/23 THAT the Regular Board meeting minutes of September 28, 2023 be adopted.

CARRIED

REPORTS

Director Inkster left the meeting at 3:00 p.m.

Lower Crown Raw
Water Reservoir **It was moved and seconded**

294/23 THAT the report titled Implications to the SCRD of the Development of the Proposed Lower Crown Raw Water Reservoir be received for information;

AND THAT the SCRD provide a letter of support for the shíshálh Nation application to the Disaster Risk Reduction-Climate Adaptation funding stream of the Community Emergency Preparedness Fund.

CARRIED

COW **It was moved and seconded**

295/23 THAT Committee of the Whole recommendation Nos. 1-4 and 6-8 of September 28, 2023 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Regional District Water Rate Structure Study*

THAT the presentation from Intergroup Consultants Ltd. titled Sunshine Coast Regional District Water Rate Structure Study be received for information.

Recommendation No. 2 *Sunshine Coast Regional District Water Rate Structure Study*

THAT the report titled Sunshine Coast Regional District Water Rate Structure Study be received for information;

AND THAT a project implementation plan to incorporate volumetric billing, starting with the North Pender Harbour and South Pender Harbour Water Services, be presented as part of the 2024 Budget deliberations.

295/23 cont.

Recommendation No. 3 *Budget Project Status Report*

THAT the report titled Budget Project Status Report – September 2023 be received for information.

Recommendation No. 4 *Grants Status Update*

THAT the report titled Grants Status Update be received for information.

Recommendation No. 6 *Halfmoon Bay Community Hall Project Update*

THAT the report titled Halfmoon Bay Community Hall Project Update be received for information.

Recommendation No. 7 *Howe Sound Community Forum Update*

THAT the report titled Howe Sound Community Forum Update be received for information;

AND THAT the updated Howe Sound Community Forum Principles of Cooperation and request to ratify a Memorandum of Understanding with the Howe Sound Biosphere Regional Initiative Society be approved;

AND THAT the delegated authorities be authorized to sign the Memorandum of Understanding;

AND FURTHER THAT a budget proposal to host a Howe Sound Community Forum be presented as part of the 2024 Budget deliberations.

Recommendation No. 8 *Request for Proposal 2361307 Supply and Delivery Ice Resurfacer – Contract Award*

THAT the report titled Request for Proposal 2361307 Supply and Delivery Ice Resurfacer – Contract Award be received for information;

AND THAT a contract to provide supply and delivery ice resurfacer be awarded to Engo Equipment Sales Inc. in the amount of up to \$193,340 (excluding GST);

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

CARRIED

COW

It was moved and seconded

296/23

THAT Committee of the Whole recommendation No. 5 of October 12, 2023 be received, adopted and acted upon as follows:

Recommendation No. 5 *Snow Removal and Ice Control Equipment*

THAT the report titled Snow Removal and Ice Control Equipment be received for information;

296/23 cont. AND THAT a budget of \$112,000 be approved for the purchase of snow removal and ice control equipment funded through Building Maintenance [313] Operating Reserves;

AND THAT Building Maintenance [313] be approved to receive an internal vehicle transfer from Community Parks [650];

AND THAT \$45,000 be approved to transfer between functions for the fair market value of the vehicle;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

CARRIED

Chapman Creek
Tower Contract

It was moved and seconded

297/23 THAT the report titled Request for Proposal (RFP) 2222001 Chapman Creek Tower Replacement Contract Award be received for information;

AND THAT the project budget be increased from \$246,239 to \$483,295, with the additional \$237,056 funded from [220] 9-1-1 Service capital reserves;

AND THAT the contract for the Chapman Creek Tower Replacement be awarded to Trylon TSF Inc. in the amount of \$467,635 (excluding GST);

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

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

CARRIED

Hillside Water
Headlease

It was moved and seconded

298/23 THAT the report titled Modification of Term - Hillside Water Headlease #235700 be received for information;

AND THAT the delegated authorities be authorized to approve a modification to the term (up to three years) of Hillside Water Headlease #235700;

AND THAT the delegated authorities be authorized to enter into new or modified Hillside Water Lot subleases with current sublease holders for up to three years;

AND FURTHER THAT sublease CT-100 be updated to reflect the current upland owner (Amix Group).

CARRIED

Microsoft Licensing
Contract

It was moved and seconded

299/23

THAT the report titled Microsoft License 2023 Contract Amendments be received for information;

AND THAT the Board approve an increase to the 2023 contract value of \$19,032 to a maximum total of \$137,709 (before GST).

CARRIED

DIRECTORS REPORTS

Directors provided a verbal report of their activities.

RELEASE OF ITEMS FROM IN CAMERA

LAFC Appointment

It was moved and seconded

300/23

THAT a letter be sent to the Office of the Fire Commissioner requesting that the following individual be appointed as Local Assistant to the Fire Commissioner:

- Kody Raymond, Halfmoon Bay Volunteer Fire Department;

AND THAT a letter be sent to the Office of the Fire Commissioner requesting that the following appointment as Local Assistants to the Fire Commissioner be rescinded:

- Greg Phelps, Halfmoon Bay Volunteer Fire Department.

CARRIED

ADJOURNMENT

301/23

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:38 p.m.

Certified correct

Corporate Officer

Confirmed this _____ day of _____

Chair