



## SUNSHINE COAST REGIONAL DISTRICT

December 8, 2022

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

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<b>PRESENT:</b>	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	J. Henderson
		District of Sechelt	A. Toth
		Town of Gibsons	S. Lumley (Alt.)
		shíshálh Nation Government District	P. Paul
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley (in part)
	Corporate Officer		S. Reid
	GM, Corporate Services		T. Perreault (in part)
	GM, Planning and Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom (in part)
	GM, Community Services		S. Gagnon (in part)
	Electoral Area A, Alternate Director		C. Alexander (in part)
	Electoral Area B, Alternate Director		L. Dix (in part)
	District of Sechelt, Alternate Director		B. Rowe
	Fire Chief, RCVFD		P. Higgins (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	Public		1

*\*Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

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**CALL TO ORDER**      **2:02 p.m.**

**AGENDA**                      **It was moved and seconded**

332/22                      THAT the agenda for the meeting be adopted as amended.

**CARRIED**

**MINUTES**

Minutes                      **It was moved and seconded**

333/22                      THAT the Regular Board meeting minutes of November 24, 2022 be adopted.

**CARRIED**

**REPORTS**

Committee of the  
Whole

**It was moved and seconded**

334/22

THAT Committee of the Whole recommendation Nos. 1-3 and 7-10 of November 24, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Budget Project Status Report*

THAT the report titled Budget Project Status Report November 2022 be received for information.

**Recommendation No. 2**     *Budget 2023 Communications Plan*

THAT the report titled Budget 2023 Communications Plan be received for information.

**Recommendation No. 3**     *Community Services Department 2022 Q3 Report*

THAT the report titled Community Services Department 2022 Q3 Report be received for information.

**Recommendation No. 7**     *Lease Agreement for Use of Egmont Radio Tower (SCRD and RCMP)*

THAT the report titled Lease Agreement for Use of Egmont Radio Tower (SCRD and RCMP) be received for information;

AND THAT the delegated authorities be authorized to execute the Lease Agreement with RCMP for use of the Egmont Radio Tower for 5 years;

AND THAT the annual revenue of \$5,400 from the lease proceeds to be recognized with a reduction to tax subsidy;

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

**Recommendation No. 8**     *Asset Transfer to Sunshine Coast Search and Rescue Society*

THAT the report titled Asset Transfer to Sunshine Coast Search and Rescue Society be received for information;

AND THAT the Sunshine Coast Regional District transfer Unit #421 (2007 F550) to Sunshine Coast Search and Rescue Society.

**Recommendation No. 9**     *2023 Insurance Renewals*

THAT the report titled 2023 Insurance Renewals: Municipal Insurance Association (MIA), Aon Reed Stenhouse Inc. (Aon) and Insurance Corporation of British Columbia (ICBC) be received for information;

334/22 cont. AND THAT payment of up to \$130,000 be authorized for liability insurance to MIA;

AND THAT payment of up to \$380,000 be authorized for property insurance to Aon;

AND THAT payment of up to \$190,000 be authorized for fleet insurance to ICBC;

AND THAT the 2023-2027 Financial Plan be amended to reflect the changes in premiums;

AND FURTHER THAT a proposal for Cyber insurance be brought forward to the 2023 Budget process for consideration.

**Recommendation No. 10** *Joint Use Steering Committee Meeting Minutes*

THAT the Sunshine Coast Regional District and School District No. 46 Joint Use Steering Committee Meeting Minutes of September 21, 2022 be received for information.

**CARRIED**

Committee of the  
Whole

**It was moved and seconded**

335/22 THAT Committee of the Whole recommendation No. 7 of December 8, 2022 be received, adopted and acted upon as follows:

**Recommendation No. 7** *Municipal Insurance Association of BC (MIABC) Associate Member Insurance Coverage – Snow Removal*

THAT the report titled Municipal Insurance Association of BC (MIABC) Associate Member Insurance Coverage - Snow Removal be received for Information;

AND THAT Board approve the Service Providers Agreements between the Sunshine Coast Regional District (SCRD) and NB Contracting Ltd., and Salish Environmental Group Inc. establishing both contractors as MIABC associate members with the date as set out in the Service Providers Agreement;

AND FURTHER THAT SCRD delegated authorities be authorized to execute the Service Providers Agreement documents.

**CARRIED**

EAS Committee  
Terms of Reference

**It was moved and seconded**

336/22 THAT the report titled Electoral Area Services Committee Terms of Reference be received for information;

336/22 cont. AND THAT the revised Standing Committee Terms of Reference for the Electoral Area Services Committee be adopted as presented.

**CARRIED**

2023 Board  
Appointments

**It was moved and seconded**

337/22 THAT the report titled 2023 Board Appointments be received for information;

AND THAT the Board appoint directors to the committees and organizations as recommended as follows:

Solid Waste Management Plan Public and Technical Advisory Committee

Board Liaison: Donna McMahon

Alternate: Leonard Lee

Ports Monitors Committee

Board Liaison: Kate-Louise Stamford

Alternate: Justine Gabias

Water Supply Advisory Committee

Board Liaison: Leonard Lee

Alternate: Donna McMahon

Joint Use of Schools Steering Committee

SCRD Appointees: Kelly Backs, Alton Toth and Silas White

Gibsons & District Fire Commission

Area E Appointee: Donna McMahon

Area F Appointee: Kate-Louise Stamford

Gibsons & District Library

SCRD Appointee: Donna McMahon

Alternate: Kate-Louise Stamford

Sechelt Public Library

SCRD Appointee: Justine Gabias

Alternate: Leonard Lee

Municipal Finance Authority

SCRD Appointee: Leonard Lee

Alternate: Alton Toth

Municipal Insurance Association

SCRD Appointee: Donna McMahon

Alternate: Justine Gabias

Metro Vancouver Aboriginal Relations Committee

SCRD Appointee: Donna McMahon

337/22 cont.

Island Coastal Economic Trust (ICET)

Board Chair: Leonard Lee

AVICC Special Committee on Solid Waste Management

SCRD Appointee: Donna McMahon

Alternate: Leonard Lee

Howe Sound Ocean Watch Action Network

Board Liaison: Kate-Louise Stamford

Sunshine Coast Youth Action and Awareness Committee

SCRD Appointee: Kelly Backs

District of Sechelt Liquid Waste Management Plan - Steering Committee  
and Technical Advisory Committee

SCRD Appointee: Kelly Backs

Alternate: Justine Gabias

Gibsons & District Chamber of Commerce

Board Liaison: Kate-Louise Stamford

Sunshine Coast Childcare Action Plan – Joint Childcare Council

SCRD Appointee: Kelly Backs

Sunshine Coast Seniors Planning Table

Board Liaison: Justine Gabias

Association of Vancouver Island and Coastal Communities Climate  
Leadership Plan Steering Committee

SCRD Appointee: Donna McMahon

Alternate: Justine Gabias

Southern Sunshine Coast Ferry Advisory Committee

SCRD Nominee (subject to and pending invitation from BC Ferries):

Kate-Louise Stamford

Sunshine Coast Economic Development Organization (SCREDO)

SCRD Liaison: Donna McMahon

Alternate: Leonard Lee

Holland Lands/Cultural Corner Select Committee

SCRD Appointee: Kelly Backs

Alternate: Donna McMahon

SCRD Staff: Dean McKinley

Sunshine Coast Tourism Advisory Committee

SCRD Appointee: Justine Gabias

337/22 cont. Sunshine Coast Affordable Housing Society's Intergovernmental Liaison Group  
SCRD Appointee: Donna McMahon  
Alternate: Kelly Backs

**CARRIED**

## **BYLAWS**

Bylaw 522.18 **It was moved and seconded**

338/22 THAT the report titled Amendment Bylaw No. 522.18 - Planning and Development Procedures and Fees be received for information;  
  
AND THAT the Board proceed with readings and adoption of *Planning and Development Procedures and Fees Amendment Bylaw No. 522.18, 2022*.

**CARRIED**

Bylaw 522.18 **It was moved and seconded**

339/22 THAT *Planning and Development Procedures and Fees Amendment Bylaw No. 522.18, 2022* be read a first time.

**CARRIED**

Bylaw 522.18 **It was moved and seconded**

340/22 THAT *Planning and Development Procedures and Fees Amendment Bylaw No. 522.18, 2022* be read a second time.

**CARRIED**

Bylaw 522.18 **It was moved and seconded**

341/22 THAT *Planning and Development Procedures and Fees Amendment Bylaw No. 522.18, 2022* be read a third time.

**CARRIED**

Bylaw 522.18 **It was moved and seconded**

342/22 THAT *Planning and Development Procedures and Fees Amendment Bylaw No. 522.18, 2022* be adopted.

**CARRIED**

Bylaws 558.12 and 638.13 **It was moved and seconded**

343/22 THAT the Municipal Ticket Information System Bylaw and Bylaw Notice Enforcement Bylaw Amendments report be received for information;

343/22 cont. AND THAT the Board proceed with readings and adoption of amendment Bylaws 558.12 and 638.13.

**CARRIED**

Bylaw 558.12 **It was moved and seconded**

344/22 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.12, 2022* be read a first time.

**CARRIED**

Bylaw 558.12 **It was moved and seconded**

345/22 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.12, 2022* be read a second time.

**CARRIED**

Bylaw 558.12 **It was moved and seconded**

346/22 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.12, 2022* be read a third time.

**CARRIED**

Bylaw 558.12 **It was moved and seconded**

347/22 THAT *Sunshine Coast Regional District Municipal Ticket Information System Amendment Bylaw No. 558.12, 2022* be adopted.

**CARRIED**

*The Board recessed from 3:02 p.m. and reconvened at 3:09 p.m.*

*The Board moved In Camera at 3:10 p.m.*

**IN CAMERA** **It was moved and seconded**

348/22 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (g), (i) and (k) of the *Community Charter* – “personal information about an identifiable individual ...”, “law enforcement...”, “litigation or potential litigation affecting the municipality”, “the receipt of advice that is subject to solicitor-client privilege...” and “negotiations and related discussions respecting the proposed provision of a municipal service...”;

AND THAT Christine Alexander, Alternate Director for Area A, and Brenda Rowe, Alternate Director for District of Sechelt, be authorized to attend the December 8, 2022 In Camera Board meeting.

**CARRIED**

*The Board moved out of In Camera at 4:05 p.m.*

**RELEASE OF ITEMS FROM IN CAMERA****PTAC Appointments It was moved and seconded**

349/22

THAT the following applicants be appointed to the Solid Waste Management Plan Public and Technical Advisory Committee (PTAC) for a two-year term commencing January 1, 2023 as amended, as follows:

- Public Members:
  - Nara Brenchley
  - Michael Ernst
  - Peter Robson
  - Susan Selzer
  - James Walton
- Technical Members:
  - David Reeve
  - Elizabeth Jayne Turner
  - Emanuel Machado
  - John Sutherland
  - Shawna van Poppelen
  - Aaron Joe.

**CARRIED****BYLAWS CONTINUED**

Bylaw 638.13

**It was moved and seconded**

350/22

THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.13, 2022* be read a first time.

**CARRIED**

Bylaw 638.13

**It was moved and seconded**

351/22

THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.13, 2022* be read a second time.

**CARRIED**

Bylaw 638.13

**It was moved and seconded**

352/22

THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.13, 2022* be read a third time.

**CARRIED**

Bylaw 638.13

**It was moved and seconded**

353/22

THAT *Sunshine Coast Regional District Bylaw Notice Enforcement Amendment Bylaw No. 638.13, 2022* be adopted.

**CARRIED**



Bylaw 640.5                    **It was moved and seconded**

354/22                    THAT *West Howe Sound Official Community Plan Amendment Bylaw No. 640.5, 2021* be adopted.

**CARRIED**

Bylaw 722.1                    **It was moved and seconded**

355/22                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022* be read a first time.

**CARRIED**

Bylaw 722.1                    **It was moved and seconded**

356/22                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022* be read a second time.

**CARRIED**

Bylaw 722.1                    **It was moved and seconded**

357/22                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022* be read a third time.

**CARRIED**

Bylaw 722.1                    **It was moved and seconded**

358/22                    THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022* be adopted.

**CARRIED**

Bylaw 738                    **It was moved and seconded**

359/22                    THAT the report titled 2023 Revenue Anticipation Borrowing Bylaw be received for information;

AND THAT *Sunshine Coast Regional District 2023 Revenue Anticipation Borrowing Bylaw No. 738, 2022* be given three readings and be adopted.

**CARRIED**

Bylaw 738                    **It was moved and seconded**

360/22                    THAT *Sunshine Coast Regional District 2023 Revenue Anticipation Borrowing Bylaw No. 738, 2022* be read a first time.

**CARRIED**

Bylaw 738                      **It was moved and seconded**

361/22                      THAT *Sunshine Coast Regional District 2023 Revenue Anticipation Borrowing Bylaw No. 738, 2022* be read a second time.

**CARRIED**

Bylaw 738                      **It was moved and seconded**

362/22                      THAT *Sunshine Coast Regional District 2023 Revenue Anticipation Borrowing Bylaw No. 738, 2022* be read a third time.

**CARRIED**

Bylaw 738                      **It was moved and seconded**

363/22                      THAT *Sunshine Coast Regional District 2023 Revenue Anticipation Borrowing Bylaw No. 738, 2022* be adopted.

**CARRIED**

#### **DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

#### **ADJOURNMENT**

364/22                      THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 4:30 p.m.

Certified correct \_\_\_\_\_

Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

Chair