



SUNSHINE COAST REGIONAL DISTRICT

July 14, 2022

MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD ELECTRONICALLY AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT*:

Chair	District of Sechelt	D. Siegers
Directors	Electoral Area A	L. Lee
	Electoral Area B	L. Pratt
	Electoral Area D	A. Tize
	Electoral Area E	D. McMahon
	Electoral Area F	M. Hiltz
	Town of Gibsons	B. Beamish

ALSO PRESENT*:

Chief Administrative Officer	D. McKinley
Corporate Officer	S. Reid
GM, Corporate Services / Chief Financial Officer	T. Perreault
GM, Infrastructure Services	R. Rosenboom
GM, Community Services	S. Gagnon (in part)
Fire Chief, RCVFD	P. Higgins (in part)
Manager, Capital Projects	S. Misiurak (in part)
Deputy Corporate Officer / Recorder	J. Hill
Area A Alternate Director	C. Alexander
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.*

CALL TO ORDER 2:00 p.m.

AGENDA **It was moved and seconded**

178/22 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes **It was moved and seconded**

179/22 THAT the Regular Board meeting minutes of June 23, 2022 be adopted.

CARRIED

REPORTS

Committee of the
Whole

It was moved and seconded

180/22

THAT Committee of the Whole recommendation Nos. 1-6, 9, 10 and 12-14 of June 23, 2022 be received, adopted and acted upon as follows:

Recommendation No. 1 *Sunshine Coast Regional District Corporate Annual Report*

THAT the report titled Sunshine Coast Regional District Corporate Annual Report be received for information;

AND THAT the 2021 Annual Report be approved for distribution, as amended to update page 33 Town of Gibson populations and dwellings.

Recommendation No. 2 *Financial Planning Policy - Draft*

THAT the report titled Financial Planning Policy - draft be received for information;

AND THAT the draft Financial Planning Policy be brought forward to a future Committee for consideration with the following amendments:

- Sections 4.1 and 4.4 Guiding Principles and Costs of Services – add content concerning the SCRD's environmental, social, governance (ESG) and community emissions goals and costs of services;
- Section after Section 4.10 - consider provision for the dissolution of services;
- Section 4.11 Carry-Forwards – amend “for inclusion in the Financial Plan Bylaw”;
- Section 5.2(a-c) – Change to a) Determine service levels through staff direction and approval of policies, procedures, budgets and financial plans.

Recommendation No. 3 *Draft Asset Management Policy*

THAT the report titled Draft Asset Management Policy be received for information;

AND THAT the draft Asset Management Policy be brought forward to a future Committee for consideration with the following amendments:

- Section 4.4.4. – “...incorporate and leverage natural assets to facilitate service delivery.”;

180/22 cont.

- Section 4.5.2 - “consideration of full financial and environmental costs associated with...”;
- Scope – “...use constructed assets, natural assets or equipment in the delivery of their service.”;
- Section 5.1 Authority to Act – Remove “Accept the responsibility as a steward of SCRD Assets” and add ‘oath of office’ to the reference documents;
- Section 4.2.4 – “...will encourage communication and collaboration with other local governments...”.

Recommendation No. 4 *Election Services and Cost Sharing Agreements*

THAT the report titled Election Services and Cost Sharing Agreements be received for information;

AND THAT the delegated signing authorities be authorized to execute cost sharing service agreements for the 2022 general local election with School District No. 46 and Islands Trust.

Recommendation No. 5 *District Lot 1313 Letter to Minister Osborne*

THAT the report titled District Lot 1313 Letter to Minister Osborne be received for information;

AND THAT the proposed letter be sent to Minister Osborne as amended, replacing Paragraph 2 “DL1313 is an area with unauthorized...” with the following wording:

DL1313 is a naturally regenerated Coastal Western Hemlock forest which is located very close to population centres in Elphinstone and the Town of Gibsons. The steep and very wet slopes provide abundant biodiversity and exceptional growing conditions. The area was designated as a community watershed reserve in the 1940's in recognition of its important role in the recharge of a major aquifer that supplies drinking water to the Town of Gibsons, and will account for an increasing share of the Sunshine Coast Regional District's water supply.

The creeks that traverse DL 1313 are increasingly impacted by flooding, which has caused serious damage to public and private infrastructure. Highway 101, which is the sole transportation corridor connecting the Town of Gibsons to the rest of the Sunshine Coast, lies directly downstream. Lower Road, also downstream from this area, was severely damaged by stormwater in 2020, leading the SCRD to declare a state of emergency. And Russell Road, in Area E, washed out in 2014 and again in 2018.

180/22 cont.

AND THAT the acknowledgement of a referral response from the Skwxwú7mesh Nation supportive of conservation be incorporated in the letter;

AND FURTHER THAT the letter to the Minister of Land, Water and Resource Stewardship regarding District Lot 1313 options for conservation be copied to BC Timber Sales and to the Minister of Forests, Lands, Natural Resource Operations and Rural Development.

Recommendation No. 6 *District Lot 1313*

THAT next steps for the District Lot 1313 including developing an application to the Province of BC seeking a nominal rent tenure be referred to the 2023 Budget process;

AND THAT BC Timber Sales be advised that the Sunshine Coast Regional District (SCRD) intends to make application for nominal rent tenure pertaining to District Lot 1313;

AND FURTHER THAT the SCRd meet with Minister of Land, Water and Resource Stewardship at the Union of British Columbia Municipalities Convention as a follow-up on the receipt of this letter and discuss conservation needs associated with DL1313.

Recommendation No. 9 *Joint Use Agreement with School District #46*

THAT the report titled Joint Use Agreement with School District #46 (SD46) be received for information;

AND THAT the Joint Use Agreement be extended for an additional five years from September 1, 2022 – August 31, 2027;

AND FURTHER THAT the delegated authorities be authorized to execute the Joint Use Agreement with SD46 extension.

Recommendation No. 10 *Gibsons and District Aquatic Facility Lease Agreement*

THAT the report titled Gibsons and District Aquatic Facility Lease Agreement be received for information;

AND THAT the Lease Agreement be forwarded to the Town of Gibsons for final approval and execution;

AND FURTHER THAT the delegated authorities be authorized to execute the Lease Agreement.

Recommendation No. 12 *Coast Car Co-Op*

THAT the correspondence from the Coast Car Co-Op dated June 13, 2022 regarding Electoral Areas' Grant-in-Aid eligibility be received for information;

180/22 cont. AND THAT staff review the potential eligibility to provide Electoral Areas' Grants-in-Aid to not-for-profit co-ops with asset lock restrictions as provided under the *Cooperative Association Act*.

Recommendation No. 13 *Corporate Greenhouse Gas Emissions Target*

THAT staff report to a future Committee in Q4 of 2022, as part of the work regarding the corporate carbon neutrality work plan, a plan for and the capacity and estimated timing required to reach the Clean BC Roadmap targets of reducing corporate greenhouse gas (GHG) emissions.

Recommendation No. 14 *Referral of In-Camera Agenda*

THAT the June 23, 2022 In-Camera Committee of the Whole Agenda be referred to the July 14, 2022 In Camera Committee of the Whole meeting.

CARRIED

Contract Award **It was moved and seconded**

181/22 THAT the report titled Wescan Marine Crossing Watermain Replacement Engineering Services (2137002) Contract Amendment be received for information;

AND THAT the contract with Great Pacific Consulting Ltd. for the Wescan Marine Crossing Watermain Replacement Engineering Services be increased by \$113,268 to \$209,066 (excluding GST);

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

CARRIED

UBCM Water Meter
Installation Grant **It was moved and seconded**

182/22 THAT the report titled Strategic Priorities Fund Grant Application – SCRD Water Meter Installations Phase 3 be received for information;

AND THAT the SCRD Board approve the grant application to the Union of British Columbia Municipalities' Canada Community-Building Fund for the installation of water meters (Phase 3) within the Sunshine Coast Regional District.

CARRIED

Extreme Heat
Response Plan

It was moved and seconded

183/22

THAT the report titled Community Emergency Preparedness Fund Grant Application – Extreme Heat Response Plan for SCRDC be received for information;

AND THAT the grant application to the Union of British Columbia Municipalities' Community Emergency Preparedness Fund for development of an Extreme Heat Response Plan for the Sunshine Coast Regional District be approved;

AND FURTHER THAT a request for resolutions or letters of support be forwarded to the Town of Gibsons, District of Sechelt and shíshálh Nation.

CARRIED

RC Fire Hall Engine
Replacement

It was moved and seconded

184/22

THAT the report titled Engine #1 Replacement – Roberts Creek Volunteer Fire Department be received for information;

AND THAT the project budget for Engine #1 Replacement - Roberts Creek Volunteer Fire Department be increased from \$374,928 to \$390,978 with the additional \$10,700 for changes and \$5,350 for contingencies funded from Roberts Creek Fire Protection 212 operating reserves;

AND THAT the contract supply and delivery of a fire truck for the Roberts Creek Volunteer Fire Department with Intercontinental Truck Body (BC) Ltd. be increased to up to \$390,978 (before GST);

AND FURTHER THAT the 2022-2026 Financial Plan Bylaw be amended accordingly.

CARRIED

COMMUNICATIONS

Letter of Support

It was moved and seconded

185/22

THAT the correspondence from Darnelda Siegers, Mayor, District of Sechelt, dated June 28, 2022 regarding a letter of support for UBCM Community to Community funding be received for information;

AND THAT a letter of support be provided to the District of Sechelt in support of their UBCM Community to Community funding application.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 3:21 p.m.

IN CAMERA

It was moved and seconded

186/22

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (e), (i), (k) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality...”, “the acquisition, disposition or expropriation of land or improvements...”, “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose”, “negotiations and related discussions 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...”;

AND THAT Christine Alexander, Alternate Director for Area A, be authorized to attend the July 14, 2022 In Camera Board meeting.

CARRIED

The Board moved out of In Camera at 4:25 p.m.

ADJOURNMENT

It was moved and seconded

187/22

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 4:25 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair