



SUNSHINE COAST REGIONAL DISTRICT

November 24, 2022

MINUTES OF THE MEETING OF THE BOARD OF THE SUNSHINE COAST REGIONAL DISTRICT HELD IN THE BOARDROOM AT 1975 FIELD ROAD, SECHULT, 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	J. Henderson
		District of Sechelt	A. Toth
		Town of Gibsons	S. White
		shíshálh Nation Government District	P. Paul
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	GM, Corporate Services		T. Perreault
	GM, Community Services		S. Gagnon (in part)
	GM, Planning and Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	Electoral Area A, Alternate Director		C. Alexander
	District of Sechelt, Alternate Director		B. Rowe
	Chief Building Official		B. Kennett (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		1
	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 2:03 p.m.

AGENDA **It was moved and seconded**

313/22 THAT the agenda for the meeting be adopted as amended.

CARRIED

MINUTES

Minutes **It was moved and seconded**

314/22 THAT the Regular Board meeting minutes of October 27, 2022 be adopted.

CARRIED

Minutes **It was moved and seconded**

315/22 THAT the Inaugural Board meeting minutes of November 10, 2022 be adopted.

CARRIED

Minutes **It was moved and seconded**

316/22 THAT the Special Board meeting minutes of November 15, 2022 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Ice Installation **It was moved and seconded**

317/22 THAT the previously adopted motion (Resolution 311/22) from the Special Board meeting of November 15, 2022 be amended by striking out:

AND FURTHER THAT the financial plan be amended up to an amount of \$15,000 per week to be funded from Regional Water or Community Recreation Facilities as deemed appropriate until the water use restriction Emergency Order has been lifted.

And replacing it with:

AND FURTHER THAT staff report to an upcoming Committee meeting on the viability and financial implications for using alternative water sources at the Sunshine Coast Arena.

Director Henderson opposed

CARRIED

REPORTS

Committee of the Whole

It was moved and seconded

318/22 THAT Committee of the Whole recommendation Nos. 1-9 of October 27, 2022 be received, adopted and acted upon as follows:

Recommendation No. 1 *2019-2023 Strategic Plan Review*

THAT the report titled 2019-2023 Strategic Plan Review be received for information;

AND THAT the 2022 Strategic Plan Review amendments be adopted and incorporated into the 2019-2023 Strategic Plan.

318/22 cont.

Recommendation No. 2 *MNP LLP 2022 Audit Service Plan*

THAT the report titled MNP LLP 2022 Audit Service Plan be received for information;

AND THAT the Audit Service Plan from MNP LLP with respect to the Audit of the Financial Statements of the Sunshine Coast Regional District (SCRD) and Foreshore Leases (Hillside) for the year ended December 31, 2022 be approved as presented.

Recommendation No. 3 *Corporate Q3 Financial Variance*

THAT the report titled Sunshine Coast Regional District Q3 Corporate Financial Variance be received for information.

Recommendation No. 4 *Status of Reserves and Holding Funds Gas Tax Community Works Fund Update*

THAT the report titled Status of Reserves and Holding Funds as at September 30, 2022 be received for information.

Recommendation No. 5 *Gas Tax Community Works Fund Update*

THAT the report titled Gas Tax Community Works Fund Update be received for information.

Recommendation No. 6 *Sechelt Landfill Cover Material Contract Extension*

THAT the report titled 2135203 Sechelt Landfill Cover Material Contract Extension be received for information;

AND THAT the contract with Salish Environmental Group Inc. for the supply and delivery of cover material to the Sechelt Landfill be extended for an additional one (1) year period to November 28, 2023;

AND THAT the contract with Salish Environmental Group Inc. be increased by \$124,520 to \$199,520 (not including taxes);

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

Recommendation No. 7 *Development Variance Permit DVP00082*

THAT the report titled Development Variance Permit DVP00082 (13230 Pinehaven Way) be received for information;

AND THAT DVP00082, to vary Zoning Bylaw No. 337, Section 1011.5(b) by reducing the setback from a side parcel line for a structure including roof overhang from 1.5 metres to 0.5 metres, in order to facilitate construction of a single-family dwelling with a garage, be issued.

318/22 cont. **Recommendation No. 8** *Contracts Between \$50,000 and \$100,000*

THAT the report titled Contracts Between \$50,000 and \$100,000 from July 1, 2022 to September 30, 2022 be received for information.

Recommendation No. 9 *Director Constituency and Travel Expenses*

THAT the report titled Director Constituency and Travel Expenses for period ending September 30, 2022 be received for information.

CARRIED

Electoral Area
Services

It was moved and seconded

319/22 THAT Electoral Area Services Committee recommendation Nos. 1-3 of November 17, 2022 be received, adopted and acted upon as follows:

Recommendation No. 1 *Planning and Development Department 2022 Q3 Report*

THAT the report titled Planning and Development Department 2022 Q3 Report be received for information.

Recommendation No. 2 *Bylaw No. 522 - Proposed Planning Fee Amendments*

THAT the report titled Bylaw No. 522 - Proposed Planning Fee Amendments be received for information;

AND THAT staff be directed to bring forward an amendment to *Planning & Development Procedures and Fees Bylaw No. 522* with updates to Schedule B (Fee Schedule) as proposed in this report, to come into effect January 1, 2023.

Recommendation No. 3 *West Howe Sound OCP Amendment Bylaw 640.5 and Zoning Amendment Bylaw 722.1*

THAT the report titled West Howe Sound OCP Amendment Bylaw 640.5 Consideration of Adoption and Zoning Amendment Bylaw 722.1 Consideration of First, Second and Third Readings and Adoption (2061 Twin Creeks Road) be received for information;

AND THAT *West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021* be forwarded to the Board for Adoption;

AND FURTHER THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022* be forwarded to the Board for First, Second and Third Readings and Adoption.

CARRIED

Committee of the
Whole

It was moved and seconded

320/22

THAT Committee of the Whole recommendation Nos. 5-6 of November 24, 2022 be received, adopted and acted upon as follows:

Recommendation No. 5 *November 2022 Storm Damage Emergency Response*

THAT the report titled November 2022 Storm Damage Emergency Response (EOC Tax 22-5989) be received for information;

AND THAT the delegated authorities be authorized to enter into a mutual aid agreement with the Hopkins Landing Waterworks District for the provision of drinking water;

AND THAT a special authorization under the *Water Sustainability Act* be requested from the Province to permit the supply of water outside of the boundaries of the Langdale water system;

AND THAT expenses associated with November 2022 Storm Damage Emergency Response be authorized as follows:

1. [222] Sunshine Coast Emergency Program – up to \$10,000, funded from operating reserves;
2. [370] Regional Water Services – up to \$165,000, funded up to \$100,000 from Regional Water capital reserves and up to \$65,000 in operating reserves;
3. [388] Langdale Wastewater – up to \$21,000, funded from operating reserves;
4. [650] Community Parks – up to \$10,000, funded from operating reserves;

AND THAT the SCRD work with Emergency Management BC (EMBC) and/or Sunshine Coast Regional District property insurers to recover funds for the associated response items listed above;

AND THAT the 2022-2026 Financial Plan be amended accordingly;

AND FURTHER THAT an update on November 2022 Storm Damage Emergency Response be provided to a future Committee.

Recommendation No. 6 *Sechelt Landfill Operations Contract Award*

THAT the report titled Sechelt Landfill Operations Contract Award be received for information;

AND THAT a contract for Sechelt Landfill Operations be awarded to Sicotte Bulldozing Ltd. for a one (1) year period to November 30, 2023, at an up to value of \$783,596, with an option to extend for an additional one (1) year;

320/22 cont. AND THAT the delegated authorities be authorized to execute the contract;

AND THAT this contract be funded by the existing Sechelt Landfill Tipping Fees revenue (\$377,590) and additional Regional Solid Waste [350] taxation (\$406,006);

AND FURTHER THAT the revised amounts be included in the draft 2023-2027 Financial Plan.

Director Backs opposed

CARRIED

Committee of the Whole

It was moved and seconded

321/22 THAT Committee of the Whole recommendation No. 4 of November 24, 2022 be received, adopted and acted upon as follows:

Recommendation No. 4 *Sechelt Aquatic Centre Fire Sprinkler System Replacement Project Update*

THAT the report titled Sechelt Aquatic Centre Fire Sprinkler System Replacement Project Update be received for information;

AND THAT system replacement Option #2 Dry Nitrogen System be approved for detailed design and construction tendering;

AND THAT the Sechelt Aquatic Centre Fire Sprinkler System Replacement project budget be increased from \$180,200 to \$820,792 (plus GST), with the increase of \$640,592 and total project be funded from short-term debt;

AND THAT the Sunshine Coast Regional District authorize up to \$815,592 to be borrowed under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the Sechelt Aquatic Centre Fire Sprinkler System Replacement Project;

AND THAT the loan be repaid within 5 years, with no rights of renewal;

AND THAT the 2022-2026 Financial Plan be amended accordingly;

AND FURTHER THAT a proposal for the removal of the linear heat detection system be brought forward as part of the 2024 Budget.

Director Backs opposed

CARRIED

2022 / 2023

Chair Appointments **It was moved and seconded**

322/22

THAT the report titled 2022 / 2023 Chair Appointments be received for information;

AND THAT the Chair's appointments to the Committee of the Whole, Electoral Area Services Committee, and Finance Committee be affirmed as presented;

AND FURTHER THAT the Chair's appointments to the Board Policy Review Committee be affirmed as follows:

Chair: Kate-Louise Stamford
Vice Chair: Donna McMahon
Members: Kelly Backs and Alton Toth

Director White opposed

CARRIED

Notice on Title

It was moved and seconded

323/22

THAT the report titled Placement of Notice on Title be received for information;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 22, Block 5 & 6, District Lot 2951, Plan VAP16826, NWD PID 007-388-900 FOLIO 746.05791.170.

CARRIED

Notice on Title

It was moved and seconded

324/22

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 23, Block 1, District Lot 1321, Plan VAP10812, NWD PID 009-290-168 FOLIO 746.02484.230.

CARRIED

CAO Report

It was moved and seconded

325/22

THAT the November 24, 2022 verbal report from the Office of the CAO be received for information.

CARRIED

MOTIONS

Special Meetings **It was moved and seconded**

326/22 THAT a Special Committee of the Whole meeting be scheduled for December 9, 2022 at 9:30 a.m. to consider 2023 utility rate amendments;

AND THAT a Special Board meeting be scheduled for December 15, 2022 at 2:00 p.m. to consider adoption of utility rate bylaw amendments.

CARRIED

BYLAWS

Bylaw 732.1 **It was moved and seconded**

327/22 THAT *Sunshine Coast Regional District Directors' Remuneration Amendment Bylaw No. 732.1, 2022* be read a first time.

CARRIED

Bylaw 732.1 **It was moved and seconded**

328/22 THAT *Sunshine Coast Regional District Directors' Remuneration Amendment Bylaw No. 732.1, 2022* be read a second time.

CARRIED

Bylaw 732.1 **It was moved and seconded**

329/22 THAT *Sunshine Coast Regional District Directors' Remuneration Amendment Bylaw No. 732.1, 2022* be read a third time.

CARRIED

Bylaw 732.1 **It was moved and seconded**

330/22 THAT *Sunshine Coast Regional District Directors' Remuneration Amendment Bylaw No. 732.1, 2022* be adopted.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

ADJOURNMENT It was moved and seconded

331/22 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:18 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair