



# SUNSHINE COAST REGIONAL DISTRICT



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

**THURSDAY, FEBRUARY 9, 2023**

## **AGENDA**

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

### **AGENDA**

1. Adoption of agenda

### **MINUTES**

2. Regular Board meeting minutes of January 26, 2023

Annex A  
Pages 3 – 9

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

### **PRESENTATIONS AND DELEGATIONS**

### **REPORTS**

3. Finance Committee (Round 1 Budget) recommendation Nos. 1-138 of January 23, 24 and 25, 2023 Annex B  
pp 10 – 39
4. Committee of the Whole recommendation Nos. 1, 2, 4-11 and 13-15 of January 26, 2023 (*recommendations 3 and 12 previously adopted*) Annex C  
pp 40 – 44

### **COMMUNICATIONS**

### **MOTIONS**

### **BYLAWS**

### **DIRECTORS' REPORTS**

### **NEW BUSINESS**

### **IN CAMERA**

### **ADJOURNMENT**

## UPCOMING MEETING DATES

### SCRD Board, Committee, and Advisory Committee Meetings (to February 25, 2023)

Committee of the Whole	February 9 at 9:30 am
Regular Board	February 9 at 2:00 pm
Finance Committee (Round 2 Budget)	February 21 and 22 at 9:30 am
Parcel Tax Roll Review Panel	February 23 at 9:00 am
Committee of the Whole	February 23 at 9:30 am
Regular Board	February 23 at 2:00 pm

### Other SCRD Meetings (Intergovernmental, Public Hearings, Information Sessions)

Online Community Information Session - Eastbourne Water System Groundwater Investigation Project	February 7 at 7:00 pm
Budget Information Session	February 13 at 12:00 pm
Budget Information Session	February 13 at 6:00 pm

***Please note:*** Meeting dates are current as of print date (February 3, 2023).



## SUNSHINE COAST REGIONAL DISTRICT

January 26, 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.

<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. White (in part)
		shíshálh Nation Government District	P. Paul (in part)
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid (in part)
	GM, Corporate Services		T. Perreault
	GM, Planning and Development		I. Hall
	GM, Community Services		S. Gagnon
	Manager, Purchasing and Risk Management		V. Cropp (in part)
	Chief Building Official		B. Kennett (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Electoral 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**      2:02 p.m.

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

013/23                  THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes                **It was moved and seconded**

014/23                  THAT the Regular Board meeting minutes of January 12, 2023 be adopted.

**CARRIED**

*Director Paul joined the meeting at 2:04 p.m.*

## REPORTS

Committee of the  
Whole

**It was moved and seconded**

015/23

THAT Committee of the Whole recommendation Nos. 1, 3 and 5-7 of January 12, 2023 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Stage 4 Water Conservation Regulations and Commercial Food Growers*

THAT staff bring forward a report to a future Committee meeting on options to provide security with respect to water supply for commercial food growers for the 2023 growing season.

**Recommendation No. 3**     *BC Marine Trails Network Association – Request for Letter of Support*

THAT the report titled BC Marine Trails Network Association – Request for Letter of Support be received for information;

AND THAT the SCRD provide a letter of support to the BC Marine Trails Network Association for the grant application to the BC Destination Development Fund for the Campsite Development – Howe Sound project.

**Recommendation No. 5**     *Telus Next Generation 911 Service Agreement*

THAT the report titled Telus Next Generation 911 Service Agreement be received for information;

AND THAT the decision to execute the Next Generation 911 Service Agreement with TELUS for 5 years be postponed and brought back to a Committee meeting for further discussion in September 2023.

**Recommendation No. 6**     *1935007 Islands Clean up Services – Contract Extension*

THAT the report titled 1935007 Islands Clean up Services – Contract Extension be received for information;

AND THAT the contract with Mercury Transport Inc. for barge work, and container and hauling services, be extended for an additional two (2) year period to March 15, 2025;

AND THAT the contract with Mercury Transport Inc. be increased by \$329,419 to \$705,884 (not including GST);

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

015/23 cont. AND THAT the operating contracts for Solid Waste be increased by \$31,039 in 2023, and \$37,498 in 2024 and funded through taxation;

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

**Recommendation No. 7** *Ports Monitors Committee Meeting Minutes of December 12, 2022*

THAT the Ports Monitors Committee Meeting Minutes of December 12, 2022 be received for information.

**CARRIED**

Committee of the Whole

**It was moved and seconded**

016/23 THAT Committee of the Whole recommendation Nos. 3 and 12 of January 26, 2023 be received, adopted and acted upon as follows:

**Recommendation No. 3** *Association of Vancouver Island and Coastal Communities (AVICC) Resolution – Modernization of the Local Government Act*

THAT the report titled Association of Vancouver Island and Coastal Communities (AVICC) Resolution – Modernization of the *Local Government Act* be received for information;

AND THAT the following resolution be approved and submitted to AVICC prior to the February 9, 2023, deadline:

WHEREAS a comprehensive review of the legislation governing regional districts has not been done; however, the social, political and economic environments in which local governments operate has dramatically evolved in areas including increased populations living in unincorporated areas, response to climate change, and First Nations' participation in regional governance;

AND WHEREAS the accountabilities of regional districts continue to increase, most recently with updates to Emergency Management legislation, but regional districts lack the tools and authority needed to meet these expanded responsibilities;

AND WHEREAS UBCM has endorsed multiple resolutions asking for a review of the *Local Government Act* as it relates to the legislative authority of regional districts; most recently in 2015, 2018, and 2022, and the province has been promising these urgently needed legislative updates for over twenty years;

THEREFORE BE IT RESOLVED THAT UBCM work with the Ministry of Municipal Affairs and regional districts to ensure that a comprehensive review and modernization of the *Local Government Act* is prioritized during the current municipal term of office.

016/23 cont.      **Recommendation No. 12**    *Request For Proposal 2261317 Domestic Hot Water Distribution System Reconstruction – Contract Award*

THAT the report titled Request for Proposal 2261317 Domestic Hot Water Distribution System Reconstruction – Contract Award be received for information;

AND THAT the budget for this project be increased to \$117,070 from \$35,000 with the increase of \$82,070 to be funded through Capital reserves;

AND THAT the 2023-2027 Financial Plan be amended to include this increase;

AND THAT a contract to reconstruct the Domestic Hot Water Distribution System at the Sechelt Aquatic Center be awarded to Ram Mechanical Ltd., for a value not to exceed \$109,250 (before GST);

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

**CARRIED**

Notice on Title      **It was moved and seconded**

017/23      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 8, Block 10, District Lot 911, Plan VAP5600, NWD, Group 1, PID 011-114-941, Folio 746.01563.003.

**CARRIED**

*Director White left the meeting at 2:08 p.m.*

CAO Report      **It was moved and seconded**

018/23      THAT the January 26, 2023 Office of the CAO Monthly Report be received for information.

**CARRIED**

## **BYLAWS**

Bylaw 739      **It was moved and seconded**

019/23      THAT the report titled Church Road Well Field Project Security Issuing be received for information;

019/23 cont.                    AND THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be given three readings and be adopted.

**CARRIED**

Bylaw 739                    **It was moved and seconded**

020/23                    THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be read a first time.

**CARRIED**

Bylaw 739                    **It was moved and seconded**

021/23                    THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be read a second time.

**CARRIED**

Bylaw 739                    **It was moved and seconded**

022/23                    THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be read a third time.

**CARRIED**

Bylaw 739                    **It was moved and seconded**

023/23                    THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be adopted.

**CARRIED**

## **DIRECTORS' REPORTS**

*Directors provided a verbal report of their activities.*

*The Board moved In Camera at 2:39 p.m.*

**IN CAMERA                    It was moved and seconded**

024/23                    THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (g), and (i) 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...”, “litigation or potential litigation affecting the municipality”, and “the receipt of advice that is subject to solicitor-client privilege...”;

AND THAT Christine Alexander, Alternate Director for Area A, be authorized to attend the January 26, 2023 In Camera Board meeting.

**CARRIED**

*Director Toth left the meeting at 2:49 p.m.*

*The Board moved out of In Camera at 3:16 p.m.*

## **RELEASE OF ITEMS FROM IN CAMERA**

APC Appointments **It was moved and seconded**

025/23 THAT Advisory Planning Commission (APC) member appointments be confirmed for each electoral area, including length of term, as follows:

### **Electoral Area A**

1.	Burega, Yovhan	One-Year Term
2.	Burnham, Dennis	Two-Year Term
3.	Fielding, Bob	Two-Year Term
4.	Littlejohn, Gordon	One-Year Term
5.	McAllister, Sean	Two-Year Term
6.	McEachern, Catherine	One-Year Term
7.	McOuat Farrer, Jane	One-Year Term
8.	Silvey, Tom	Two-Year Term
9.	Skelley, Alan	One-Year Term

### **Electoral Area B**

1.	Bolding, Barbara	Two-Year Term
2.	Coombes, Len	Two-Year Term
3.	Dougherty, Kim	Two-Year Term
4.	Garmon, Matt	One-Year Term
5.	Grames, Alda	One-Year Term
6.	Huska, Nicole	One-Year Term
7.	Lenz, Eleanor	One-Year Term
8.	Oxley, Kelsey	Two-Year Term
9.	Stevenson, Suzette	Two-Year Term

### **Electoral Area D**

1.	Allegretti, John	One-Year Term
2.	Hennesy, Meaghan	One-Year Term
3.	Hogg, Robert	Two-Year Term
4.	Mjanes, Erik	Two-Year Term
5.	Rainville, Gerald	One-Year Term
6.	Richmond, Chris	Two-Year Term

### **Electoral Area E**

1.	Brenchley, Nara	Two-Year Term
2.	Degan, Mary	One-Year Term
3.	Hermann, Arne	One-Year Term
4.	Macdonald, Laura	One-Year Term
5.	McDougall, Clinton	Two-Year Term
6.	Moorcroft, Rod	Two-Year Term
7.	Paré, Anthony	Two-Year Term
8.	Sanderson, Michael	One-Year Term



025/23 cont.

**Electoral Area F**

- |    |                    |               |
|----|--------------------|---------------|
| 1. | Fitchell, Susan    | One-Year Term |
| 2. | Fitzgerald, Tom    | Two-Year Term |
| 3. | Haboosheh, Dave    | One-Year Term |
| 4. | Healy, Kevin       | One-Year Term |
| 5. | Matthews, Ryan     | Two-Year Term |
| 6. | McMorran, Jonathan | One-Year Term |
| 7. | Shinkai, Miyuki    | Two-Year Term |
| 8. | Smith, Anita       | One-Year Term |
| 9. | Thomas, Katie      | Two-Year Term |

AND THAT letters of appreciation be sent to outgoing APC members.

**CARRIED**

**ADJOURNMENT**

026/23

THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:16 p.m.

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

Corporate Officer

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

\_\_\_\_\_  
Chair

**SUNSHINE COAST REGIONAL DISTRICT  
FINANCE COMMITTEE (Round 1 Budget)**

**January 23, 24, and 25, 2023**

RECOMMENDATIONS FROM THE FINANCE COMMITTEE (ROUND 1 BUDGET) MEETING  
HELD ELECTRONICALLY AND TRANSMITTED VIA THE BOARDROOM AT 1975 FIELD  
ROAD, SECHELT, B.C.

<b>PRESENT:</b>	Chair	District of Sechelt	A. Toth
	Directors	Town of Gibsons	S. White
		Electoral Area A	L. Lee
		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
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Corporate Officer		S. Reid
	G.M., Community Services		S. Gagnon (Part)
	G.M., Planning and Development		I. Hall (Part)
	Sr. Mgr., Human Resources		G. Parker (Part)
	Manager, Purchasing and Risk Management		V. Cropp (Part)
	Manager, Information Technology / GIS		D. Nelson (Part)
	Manager, Transit and Fleet Services		A. Kidwai (Part)
	Manager, Facilities Services		A. van Velzen (Part)
	Manager, Recreation Services		G. Donn (Part)
	Manager, Protective Services		M. Treit (Part)
	Manager, Park Services		K. Clarkson (Part)
	Manager, Planning and Development		J. Jackson (Part)
	Manager, Sustainable Development		R. Shay (Part)
	Chief Building Official		B. Kennett (Part)
	Acting General Manager, Infrastructure Services		M. Edbrooke (Part)
	Manager, Solid Waste Services		M. Sole (Part)
	Manager, Utility Services		S. Walkey (Part)
	Manager, Capital Projects		B. Shoji (Part)
	Manager, Capital Projects		S. Misiurak (Part)
	Area A, Alternate Director		C. Alexander
	Administrative Assistant / Recorder		T. Crosby
	Media		0
	Public		30

**CALL TO ORDER**

9:31 a.m.

**AGENDA**

The agenda was adopted as amended

**PRESENTATIONS and DELEGATIONS**

**Recommendation No. 1**      *Community Partners - 2023 Budget Requests*

The Finance Committee recommended that the report titled Community Partners and Stakeholders 2023 Budget Requests be received for information;

AND THAT the Committee provide direction with respect to the 2023 funding requests for each of the Community Partners and Stakeholders.

*Pat Harvey, Board Chair and Leianne Emery, Director of the Sechelt Public Library addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 2**      *Sechelt Public Library - 2023 Budget Request*

The Finance Committee recommended that the Sechelt Public Library – 2023 Budget Request be received for information.

*Heather Evans-Cullen, Library Director and Janet Hodgkinson, Board Chair, of the Gibsons and District Public Library addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 3**      *Gibsons and District Public Library – 2022 Budget Request*

The Finance Committee recommended that the Gibsons and District Public Library - 2023 Budget Request be received for information.

**Recommendation No. 4**      *Roberts Creek Community Library – 2023 Budget Request*

The Finance Committee recommended that the Roberts Creek Community Library – 2023 Budget Request be received for information.

*Karen Dyck, Board Chair of the Pender Harbour Reading Centre addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 5**      *Pender Harbour Reading Centre – 2023 Budget Request*

The Finance Committee recommended that the Pender Harbour Reading Centre – 2023 Budget Request be received for information.

*Director White left the meeting at 10:14 a.m.*

*John Rathbone, Finance and Administration Manager and Susann Richter, Chief Operating Officer of the Pender Harbour Health Centre addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 6**      *Pender Harbour Health Centre – 2023 Budget Request*

The Finance Committee recommended that the Pender Harbour Health Centre – 2023 Budget Request be received for information.

*Sam Hughes, Administrator of the Skookumchuck Heritage Society / Egmont Heritage Centre addressed the Committee regarding the 2023 Budget Request.*

*Director White rejoined the meeting at 10:21 a.m.*

**Recommendation No. 7**      *Skookumchuck Heritage Society / Egmont Heritage Centre – 2023 Budget Request*

The Finance Committee recommended that the Skookumchuck Heritage Society / Egmont Heritage Centre – 2023 Budget Request be received for information.

*Larry Penonzek, Board Chair, Thor Olsen, Treasurer and Matthew Lovegrove, Manager / Curator of the Sunshine Coast Museum and Archives addressed the Committee regarding the 2023 Budget Request.*

*Ann Watson of the Sechelt Community Archives addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 8**      *Sunshine Coast Museum and Archives and Sechelt Community Archives – 2023 Budget Request*

The Finance Committee recommended that the Sunshine Coast Museum and Archives – 2023 Budget Request and the Sechelt Community Archives – 2023 Budget Request be received for information.

*Shayne Forster, Lead of Youth Care Services of the Sunshine Coast Community Services – Youth Outreach Worker Program addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 9**      *Sunshine Coast Community Services Society – 2023 Budget Request -Youth Outreach Worker Program*

The Finance Committee recommended that the Sunshine Coast Community Services Society – 2022 Budget Request for Youth Outreach Worker Program be received for information.

*Sue Lamb and Wendy White, Coordinators from the Halfmoon Bay – Chatelech Community School Association addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 10**      *Halfmoon Bay – Chatelech Community School Association – 2023 Budget Request*

The Finance Committee recommended that the Halfmoon Bay-Chatelech Community School Association – 2023 Budget Request be received for information.

*The Committee recessed at 10:50 a.m. and reconvened at 11:04 a.m.*

*Ted Chisholm, Coordinator for Sechelt Community Schools Society addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 11**     *Sechelt Community Schools Society*

The Finance Committee recommended that the Sechelt Community Schools Society – 2023 Budget Request be received for information.

*Cheyenne Howitt, Executive Director of the Pender Harbour Community School Society addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 12**     *Pender Harbour Community School Society – 2023 Budget Request*

The Finance Committee recommended that the Pender Harbour Community School Society – 2023 Budget Request be received for information.

*Director Henderson left the meeting at 11:20 a.m.*

*Sheila Wilson, Coordinator for the Roberts Creek Community Schools Society addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 13**     *Roberts Creek Community School Society – 2023 Budget Request*

The Finance Committee recommended that the Roberts Creek Community School Society – 2023 Budget Request be received for information.

**Recommendation No. 14**     *Gibsons Area Community Schools – 2023 Budget Request*

The Finance Committee recommended that the Gibsons Area Community Schools – 2023 Budget Request be received for information.

*Annie Wise, Executive Director, Sunshine Coast Tourism addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 15**     *Sunshine Coast Tourism – 2023 Budget Request*

The Finance Committee recommended that the Sunshine Coast Tourism – 2023 Budget Request be received for information.

*Ron Seymour, Treasurer, Pender Harbour and District Chamber of Commerce addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 16**     *Pender Harbour and District Chamber of Commerce - 2023 Budget Request*

The Finance Committee recommended that the Pender Harbour and District Chamber of Commerce – 2023 Budget Request be received for information.

*Linda Williams, Director and Marlene Lowden, Director of the Coast Cultural Alliance addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 17**     *Coast Cultural Alliance – 2023 Budget Request*

The Finance Committee recommended that the Coast Cultural Alliance – 2023 Budget Request be received for information.

**Recommendation No. 18**     *Gibsons and District Chamber of Commerce – 2023 Budget Request*

The Finance Committee recommended that the Gibsons and District Chamber of Commerce - 2023 Budget Request be received for information.

*Alec Tebutt, President of the Sunshine Coast Search and Rescue Association addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 19**     *Sunshine Coast Search and Rescue Association – 2023 Budget Request*

The Finance Committee recommended that the Sunshine Coast Search and Rescue Association - 2023 Budget Request be received for information.

**Recommendation No. 20**     *Sunshine Coast Marine Rescue Society Station 12 – Halfmoon Bay – 2023 Budget Request*

The Finance Committee recommended that the Sunshine Coast Marine Rescue Society Station 12 – Halfmoon Bay - 2023 Budget Request be received for information.

*David Croal of the Gibsons Marine Rescue Society Station 14 addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 21**     *Gibsons Marine Rescue Society Station 14 - –2023 Budget Request*

The Finance Committee recommended that the Gibsons Marine Rescue Society Station 14 - 2023 Budget Request be received for information.

*The Committee recessed at 12:23 p.m. and reconvened at 1:13 p.m.*

*John Verver, Pender Harbour and District Marine Rescue Society Unit 61 addressed the Committee regarding the 2023 Budget Request.*

**Recommendation No. 22**     *Pender Harbour and District Marine Rescue Society Station 61 – 2023 Budget Request*

The Finance Committee recommended that the Pender Harbour and District Marine Rescue Society Station 61 - 2023 Budget Request be received for information.

**Recommendation No. 23**    *Gibsons and District Public Library – 2023 Budget Request*

The Finance Committee recommended that the Gibsons and District Public Library - 2023 Budget Request be referred to 2023 Round 2 Budget requesting the Gibsons and District Public Library present a proposed annual plan for programs based on a 6% increase for 2023.

**Recommendation No. 24**    *Roberts Creek Community Library – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$16,500 for the Roberts Creek Community Library be approved and incorporated into the 2023 Round 2 Budget for Roberts Creek Library Service [646].

**Recommendation No. 25**    *Pender Harbour Reading Centre – 2023 Budget Request*

The Finance Committee recommended the 2023 budget submission of \$3,689 for the Pender Harbour Reading Centre be approved and incorporated into the 2023 Round 2 Budget for Egmont / Pender Harbour Library Service [643].

**Recommendation No. 26**    *Pender Harbour Health Centre – 2022 Budget Request*

The Finance Committee recommended the 2023 operating grant of \$165,040 for the Pender Harbour Health Centre be approved and incorporated into the 2023 Round 2 Budget for Pender Harbour Health Clinic [410].

*Director Henderson rejoined the meeting at 1:39 p.m.*

**Recommendation No. 27**    *Sechelt Community Archives – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$23,750 from the Sechelt Community Archives be approved and incorporated into the 2023 Round 2 Budget for Museum Services [648].

**Recommendation No. 28**    *Sunshine Coast Museum and Archives – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$96,400 for Sunshine Coast Museum and Archives be approved and incorporated into the 2023 Round 2 Budget for Museum Services [648].

*The Committee recessed at 1:51 p.m. and reconvened at 1:55 p.m.*

**Recommendation No. 29**    *Skookumchuck Heritage Society / Egmont Heritage Centre – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$42,000 from the Skookumchuck Heritage Society / Egmont Heritage Centre be approved and incorporated into 2023 Round 2 Budget for Museum Services [648].

**Recommendation No. 30**     *Sunshine Coast Community Services Society – 2023 Budget Request - Youth Outreach Worker Program*

The Finance Committee recommended that the 2023 budget submission of \$52,628 from the Sunshine Coast Community Services Society for the Youth Outreach Worker Program be approved and incorporated into 2023 Round 2 Budget apportioned based on 50% assessed value and 50% population from Electoral Areas' Grant-in-Aid functions (Area A [121], Area B [122], Area D [127], Area E [128], and Area F [129]).

**Recommendation No. 31**     *Halfmoon Bay – Chatelech Community School Association – 2023 Budget Request – Restorative Practices*

The Finance Committee recommended that the 2023 budget submission of \$10,000 for Restorative Practices be approved and incorporated into the 2023 Round 2 Budget from Electoral Areas' Grant-in-Aid Community Schools [125].

**Recommendation No. 32**     *Halfmoon Bay – Chatelech Community School Association – 2023 Budget Request - Halfmoon Bay Tween Night*

The Finance Committee recommended that the Halfmoon Bay-Chatelech Community School Association 2023 budget submission of \$2,700 for Halfmoon Bay Tween Night be approved and incorporated into the 2023 Round 2 Budget for Regional Recreation [670].

**Recommendation No. 33**     *Sechelt Community Schools Society – 2023 Budget Requests*

The Finance Committee recommended that the 2023 budget submission of \$10,000 for Youth Programs and the 2023 budget submission of \$42,000 for the Sechelt Youth Centre from the Sechelt Community Schools Society be approved and incorporated into the 2023 Round 2 Budget for Regional Recreation [670].

**Recommendation No. 34**     *Pender Harbour Community School Society – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$15,000 for Youth Programs and the 2023 budget submission of \$41,100 for the Recreation Programs for Pender Harbour Community School Society be approved and incorporated into 2023 Round 2 Budgets for Regional Recreation [670] - \$47,880 and for Electoral Areas' Grant-in-Aid [121] - \$8,220.

**Recommendation No. 35**     *Roberts Creek Community School Society – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission from the Roberts Creek Community School Society of \$10,000 for Youth Programs be approved and incorporated into the 2023 Round 2 Budget for Regional Recreation [670].

**Recommendation No. 36**     *Gibsons Area Community Schools – 2022 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$10,000 from the Gibsons Area Community Schools for Youth Programs be approved and incorporated into the 2023 Budget for Regional Recreation [670].



**Recommendation No. 37**    *Sunshine Coast Tourism – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$20,000 for Sunshine Coast Tourism be approved and incorporated into the 2023 Round 2 Budget, by assessed value for each of Electoral Areas' Economic Development functions (Area A [531], Area B [532], Area D [533], Area E [534], and Area F [535]).

**Recommendation No. 38**    *Pender Harbour and District Chamber of Commerce - 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$28,000 from the Pender Harbour and District Chamber of Commerce be approved and incorporated into the 2023 Round 2 Budget for Electoral Area A Economic Development [531], as follows:

- Tourism Sanitation Services (Portable Toilets)                      \$3,000
- Visitor Information Centre Washrooms                                \$11,000
- Visitor Information Booths    \$11,500
- Economic Development    \$2,500.

**Recommendation No. 39**    *Coast Cultural Alliance – 2023 Budget Request*

The Finance Committee recommended that the 2023 budget submission of \$8,000 for Sunshine Coast Art Crawl and the Arts and Culture Calendar for the Coast Cultural Alliance be approved and incorporated into the 2023 Round 2 Budget, funded evenly between Electoral Areas' Economic Development (Area A [531], Area B [532], Area D [533], Area E [534], and Area F [535]).

**Recommendation No. 40**    *Gibsons and District Chamber of Commerce*

The Finance Committee recommended that the 2023 budget request from the Gibsons and District Chamber of Commerce for a total of \$9,000 be approved and incorporated into the 2023 Round 2 Budget as follows:

- Visitor Services - Electoral Area E [534] \$2,000 and Electoral Area F [535] \$4,000;
- BC Ferries Travel Ambassador Program – Electoral Area A [531] \$600, Electoral Area B [532] \$600, Electoral Area D [533] \$600, Electoral Area E [534] \$600 and Electoral Area F [535] \$600.

**Recommendation No. 41**    *Sunshine Coast Emergency Planning [222] – Search and Rescue*

The Finance Committee recommended that the 2023 budget submissions from the Sunshine Coast Search and Rescue Association (\$19,000), Sunshine Coast Marine Rescue Society Station 12 – Halfmoon Bay (\$5,100), Pender Harbour and District Marine Rescue Society Station 61 (\$5,100) and Gibsons Marine Rescue Society Station 14 (\$5,100) be approved and incorporated into the 2023 Round 2 Budget for [222] Sunshine Coast Emergency Planning.

*The Committee recessed at 2:23 p.m. and reconvened at 2:32 p.m.*

## REPORTS

### **Recommendation No. 42**    *2023-2027 Financial Plan Update at Round 1*

The Finance Committee recommended that the report titled 2023-2027 Financial Plan Update at Round 1 be received for information;

AND THAT the following projects approved for Budget Proposal at Pre-Budget be abandoned:

- [111] Corporate Asset Management Training; and
- [615 / 625 / 650 / 680] – Planning for Recreation Management Software Transition.

### **Recommendation No. 43**    *2023 Preliminary Property Assessment Impacts*

The Finance Committee recommended that the report titled 2023-2027 Financial Plan Update at Round 1 be received for information.

### **Recommendation No. 44**    *Policies Informing the Budget Process*

The Finance Committee recommended that the report titled Policies Informing the Budget Process be received for information.

### **Recommendation No. 45**    *Canada Community Building Fund (Gas Tax) – Active Transportation Overview*

The Finance Committee recommended that the report titled Canada Community Building Fund (Gas Tax) – Active Transportation Overview be received for information.

### **Recommendation No. 46**    *Electoral Area E (Elphinstone) Canada Community Building Fund (Gas Tax) Project*

The Finance Committee recommended that Highway 101 Bicycle/Walking Path Barrier Fencing at Chaster Creek project be abandoned and removed from the list of Canada Community Building Fund project list;

AND THAT the Union of British Columbia Municipalities be notified of the project change and that the \$7,468 expended to date be returned to the Electoral Area E Canada Community Building Fund, recovered through 2023 Taxation for function [665].

*Director Henderson left the meeting at 3:23 p.m.*

### **Recommendation No. 47**    *Canada Community Building Fund (Gas Tax) – Active Transportation*

The Finance Committee recommended that the discussion regarding Active Transportation and Canada Community Building Fund be brought forward to a future Electoral Area Services Committee meeting in Q2 2023.

*The Committee recessed at 3:33 p.m. on Monday, January 23, 2023 and reconvened at 9:33 a.m. on Tuesday, January 24, 2023.*

**Recommendation No. 48**     *Divisional Service Plans*

The Finance Committee recommended that the report titled Divisional Service Plans be received for information.

*The Chief Administrative Officer and General Manager, Corporate Services / Chief Financial Officer provided a 2023 Round 1 Budget Introduction.*

**Recommendation No. 49**     *Supporting Documents to Budget Process*

The Finance Committee recommended that the Revised 2022 Carry-Forwards and 2023 Proposed Initiatives Summary be received for information.

**Recommendation No. 50**     *General Government [110] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [110] General Government be received for information.

**Recommendation No. 51**     *General Government [110] – 2023 R1 Budget Proposals*

The Finance Committee recommended that the following budget proposal be referred to 2023 Round 2 Budget:

- Budget Proposal 1 – Legislative Services Assistant (0.5 FTE temporary Casual to Permanent), \$18,750 (9 months pro-rated in 2023) and future at \$25,000, funded through Taxation.

*Directors Backs, Henderson and White opposed.*

*The Committee unanimously agreed that all votes opposing a recommendation be recorded in the Finance Committee meeting minutes of January 23, 24 and 25, 2023.*

**Recommendation No. 52**     *General Government [110] – 2023 R1 Budget Proposals*

The Finance Committee recommended that the following budget proposal be approved and incorporated in the 2023 Round 2 Budget:

- Budget Proposal 2 – Corporate Review – Organizational, \$30,000 funded from Operating Reserves.

*Directors Henderson and White opposed.*

**Recommendation No. 53**     *General Government [110] – 2023 R1 Budget Proposals*

The Finance Committee recommended that the following budget proposal be approved and incorporated in the 2023 Round 2 Budget:

- Budget Proposal 3 – [110 / 117] Electronic Document Records Management System (EDRMS) Conversion (0.6 FTE), \$127,000 (\$45,000 One Time Records Management, \$40,000 One Time Consulting Services, \$12,000 Annual Maintenance and \$27,000

Annual Salary - 9 months prorated in 2023) and future at \$48,000 (Annual Maintenance and Full Salary Value \$36,000), funded in 2023 from:

- Operating Reserves \$85,000
- Support Services \$12,000
- Taxation \$27,000.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 54**    *General Government [110] – 2023 R1 Budget Proposals*

The Finance Committee recommended that the following budget proposal be approved and incorporated in the 2023 Round 2 Budget:

- Budget Proposal 4 – Consulting Services – 2023-2026 Strategic Planning, \$30,000 funded from Operating Reserves.

*Directors Backs and White opposed.*

*The Committee recessed at 10:52 a.m. and reconvened at 11:02 a.m.*

**Recommendation No. 55**    *General Government [110] – 2023 R1 Budget Proposals*

The Finance Committee recommended that the following budget proposal be referred to 2024 Budget:

- Budget Proposal 5 – Organizational Policy and Bylaw Review (Temporary 1.0 FTE for two years) \$79,400 (9 months prorated in 2023) and future at \$99,200 funded through Taxation.

**Recommendation No. 56**    *Corporate Finance / Finance [112 / 113] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [112 / 113] Corporate Finance / Finance be received for information.

**Recommendation No. 57**    *Corporate Finance / Finance [112 / 113] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to 2023 Round 2 Budget:

- Budget Proposal 1 – Financial Analyst (1.0 FTE), \$61,658 (7 months prorated in 2023) and future at \$105,700 funded from Support Services.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 58** Corporate Finance / Finance [112 / 113] – 2023 R1 Budget Proposal

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Reduction / Rate Stabilization (\$50,000) from Operational Reserves and Reduction.

**Recommendation No. 59** Human Resources [115] - 2023 R1 Budget Proposal

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [115] Human Resources be received for information.

**Recommendation No. 60** Human Resources [115] - 2023 R1 Budget Proposal

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget:

- Budget Proposal 1 – Human Advisor (1.0 FTE) \$78,750 (7 months prorated in 2023) and future at \$135,000 and Human Resources (0.4 FTE) \$23,733 (8 months prorated in 2023) and future at \$35,600 funded from Support Services.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 61** Human Resources [115] - 2023 R1 Budget Proposal

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – LinkedIn Recruiter Package – Online Tool License Package (Pilot Project), \$12,000 funded from Operating Reserves.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 62** Human Resources [115] - 2023 R1 Budget Proposal

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 3 – Discontinue Ongoing Contribution to Reserve and Rate Stabilization, (\$30,000) as follows, (\$10,000) discontinue annual contribution and use (\$20,000) from Operational Reserves (Support Service Reduction).

**Recommendation No. 63** Purchasing and Risk Management [116] - 2023 R1 Budget Proposal

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [116] Purchasing and Risk Management be received for information.

**Recommendation No. 64**     *Purchasing and Risk Management [116] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Business Continuity Management Program (BCMP), \$18,000 funded from Support Services, with potential for grant.

*Director Backs and White opposed.*

**Recommendation No. 65**     *Purchasing and Risk Management [116] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget:

- Budget Proposal 2 – Procurement Buyer Support (0.3 FTE Casual) \$27,810 for 2023 and 2024 funded from Support Services.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 66**     *Information Technology [117] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [117] Information Technology be received for information.

**Recommendation No. 67**     *Information Technology [117] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be referred to the 2023 Round 2 Budget:

- Budget Proposal 1 – Cybersecurity Analyst (1.0 FTE) \$99,906 (9 months prorated in 2023) and future at \$125,875 funded from Support Services;
- Budget Proposal 2 – Cyber Security Insurance \$50,000 (2024 and future years at \$60,000) funded from Support Services.

*Director Henderson left the meeting at 11:58 a.m.*

*Director White left the meeting at 11:58 a.m. and returned to the meeting at 12:00 p.m.*

**Recommendation No. 68**     *Feasibility (Area F) [155] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [155] Feasibility (Area F) be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Connected Coast Connectivity Feasibility Study, \$10,000 funded through Taxation.

*The Committee recessed at 12:06 p.m. and reconvened at 1:00 p.m.*

**Recommendation No. 69**    *Public Transit [310] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [310] Public Transit be received for information.

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Permanent Enhanced Cleaning Standards (Base Budget Increase), 1.4 FTE \$103,757 for full 12 months funded partly through Taxation \$51,900 and partly through BC Transit \$51,857.

*Director Henderson returned to the meeting at 1:10 p.m.*

**Recommendation No. 70**    *Public Transit [310] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Service Level Base Budget Increase; \$803,610 funded \$162,354 through Taxation, \$166,599 from Operating Reserves (COVID Restart), \$354,296 BC Transit Annual Operating Agreement and \$120,361 Fares.

*Director Backs opposed.*

**Recommendation No. 71**    *Public Transit [310] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 3 – Supernumerary Compensation (Temporary 0.75 FTE), \$40,431 (9 months prorated in 2023) and future at \$53,908 funded through Taxation.

*Directors White and Toth opposed.*

**Recommendation No. 72**    *Fleet Maintenance [312] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [312] Fleet Maintenance be received for information;

AND THAT the following budget proposals be referred to the 2023 Round 2 Budget:

- Budget Proposal 1 – Standby / On Call Compensation, \$53,997 (9 months prorated in 2023) and future at \$71,996 (to be reviewed over the 2023 year) funded from Internal Recoveries;
- Budget Proposal 2 – Corporate Fleet Strategy, \$75,000 funded from Operating Reserves with potential for a grant.

**Recommendation No. 73**    *Building Maintenance Services [313] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [313] Building Maintenance Services be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Increased Building Maintenance Requirements (0.12 FTE Temporary), \$24,900 One Time funded from Internal Recoveries.

*Directors Backs, Henderson and White opposed.*

**Recommendation No. 74**    *Mason Road Works Yard [315] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [315] Mason Road Works Yard be received for information.

**Recommendation No. 75**    *Mason Road Works Yard [315] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Operating Base Budget Lift, \$40,000 funded from Support Services.

*Directors Henderson, White and Gabias opposed.*

*The Committee recessed at 1:22 p.m. and reconvened at 1:31 p.m.*

**Recommendation No. 76**    *Ports Services [345] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [345] Ports Services be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Ports Major Inspections Budget Increase, \$30,000 One Time funded from Operating Reserves.



**Recommendation No. 77**    *Cemetery Services [400] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [400] Cemetery Services be received for information.

**Recommendation No. 78**    *Cemetery Services [400] – 2023 R1 Budget Proposal*

The Finance Committee recommended that following budget proposal be referred to the 2023 Round 2 Budget with further information on the Sunshine Coast Regional District's provision of cemetery services:

- Budget Proposal 1 – Seaview Cemetery Expansion Project, \$589,600 funded \$294,800 Municipal Finance Authority Short Term Loan and \$294,800 from Operating Reserves (0.05 FTE Senior Parks Worker to be included in 2024 at \$15,130 funded from Taxation).

*Director Lee opposed.*

**Recommendation No. 79**    *Community Recreation Facilities [615] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [615] Community Recreation Facilities be received for information.

**Recommendation No. 80**    *Community Recreation Facilities [615] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget for further consideration:

- Budget Proposal 1 – Health and Safety Equipment, \$21,500 One Time funded from Operating Reserves.

*Directors Gabias and White opposed.*

**Recommendation No. 81**    *Community Recreation Facilities [615] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Base Budget Increase for Snow and Ice Control at Gibsons and Area Community Centre (GACC) and Gibsons and District Aquatic Facility (GDAF), \$23,500 funded through Taxation;
- Budget Proposal 3 – Viability of Alternate Water Source for Sunshine Coast Area Ice Operations, \$10,000 One Time funded from Operating Reserves.

**Recommendation No. 82**     *Community Recreation Facilities [615] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 4 – Aquatic Instructor Ongoing Base Budget, \$15,000 One Time and \$30,362 (9 months prorated in 2023) and future at \$40,483 funded through Taxation.

*Directors White and Henderson opposed.*

**Recommendation No. 83**     *Pender Harbour Aquatic and Fitness Centre [625] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [625] Pender Harbour Aquatic and Fitness Centre be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Aquatic Instructor Ongoing Base Budget, \$7,500 One Time and \$25,022 (9 months prorated in 2023) and future at \$33,363 funded through Taxation.

**Recommendation No. 84**     *School Facilities - Joint Use [630] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [630] School Facilities – Joint Use be received for information.

**Recommendation No. 85**     *School Facilities - Joint Use [630] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget for further information on the current joint use agreement:

- Budget Proposal 1 – Joint Use Agreement – Financial Implications, \$44,850 funded through Taxation.

*Director White left the meeting at 2:14 p.m.*

**Recommendation No. 86**     *Community Parks [650] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [650] Community Parks be received for information.

**Recommendation No. 87**     *Community Parks [650] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Rosemary Lane (Keats Island) Erosion Mitigation, \$60,000 funded through Taxation (0.033 FTE Senior Parks Worker to be included in 2024 at \$4,549 funded from Taxation).

*Director Backs opposed.*

*Director White returned to the meeting at 2:19 p.m.*

**Recommendation No. 88**     *Community Parks [650] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2– Nominal Rent Tenure (NRT) Application, \$21,500 funded through Taxation;
- Budget Proposal 3 – Sunshine Coast Sports Fields Strategy, \$18,800 funded through Taxation, with potential for grant.

*Director White left the meeting at 2:25 p.m.*

*The Committee recessed at 2:25 p.m. and reconvened at 2:32 p.m.*

**Recommendation No. 89**     *Community Parks [650] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be deferred to the 2024 Budget with staff continuing to review the potential for other funding opportunities:

- Budget Proposal 4 – Egmont Park Capital Asset Replacements, \$175,440 funded through Taxation (0.019 FTE Senior Parks Worker to be included in 2024 at \$2,650 funded from Taxation).

**Recommendation No. 90**     *Community Parks [650] – 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be deferred to the 2024 Budget:

- Budget Proposal 5 – Katherine Lake Park and Campground Management Plan, \$75,000 funded through Taxation.

**Recommendation No. 91**     *Bicycle and Walking Paths [665 / 667] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [665 / 667] Bicycle and Walking Paths / Area A Bicycle and Walking Paths be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – [665] Lower Road Retaining Wall Budget Increase, \$526,771 funded through Canada Community Building Fund (Gas Tax) / Cost Share with Ministry of Transportation and Infrastructure (0.009 FTE Senior Parks Worker to be included in 2024 at \$801.27 funded from Taxation).

**Recommendation No. 92**     *Bicycle and Walking Paths [665 / 667] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be abandoned:

- Budget Proposal 2 – Bicycle and Walking Paths Expansion Priorities, \$294,000 funding from Canada Community Building Fund (Gas Tax) as follows:
  - Electoral Area A [667] \$84,000
  - Electoral Area B [665] \$30,000
  - Electoral Area D [665] \$90,000
  - Electoral Area E [665] \$30,000
  - Electoral Area F [665] \$60,000.

*Director Backs opposed.*

**Recommendation No. 93**     *Parks Operation Technician – Various Functions - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for Parks Operation Technician be received for information;

AND THAT the following budget proposal be referred to the 2023 Round 2 Budget for further consideration:

- Budget Proposal 1 – Parks Operation Technician (1.0 FTE), \$69,204 (9 months prorated in 2023) and future at \$92,272 funded through Taxation, as follows:
  - [650] Community Parks 70%
  - [665] Bicycle and Walking Paths 10%
  - [680] Dakota Ridge Recreation Services 10%
  - [400] Cemetery Services 10%.

**Recommendation No. 94**     *Solid Waste Bylaw Implementation – [650] Community Parks and [400] Cemetery Services - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for Solid Waste Bylaw Implementation – [650] Community Parks and [400] Cemetery Services be received for information.

**Recommendation No. 95**     *Solid Waste Bylaw Implementation – [650] Community Parks and [400] Cemetery Services - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Solid Waste Bylaw Implementation, \$94,667 (9 months prorated in 2023) and full time ongoing \$102,701 funded through Taxation, as follows:
  - [400] Cemetery Services \$6,660 One Time and \$100 Ongoing;
  - [650] Community Parks \$79,973 One Time and \$7,934 Ongoing.

*Directors Henderson, Lee and Backs opposed.*

**Recommendation No. 96**     *Regional Sustainability [136] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [136] Regional Sustainability be received for information.

**Recommendation No. 97**     *Regional Sustainability [136] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Permanent Summer Student Position (0.33 FTE), \$28,404 annually for the summer months funded through Taxation.

*Director Toth opposed.*

**Recommendation No. 98**     *Regional Sustainability [136] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget, pending conformation of alternate sources of funding:

- Budget Proposal 2 – Association of Vancouver Island and Coastal Communities (AVICC) Climate Leadership Plan (CLP) Membership and Community Energy Association Membership, \$7,500 funded through Taxation.

**Recommendation No. 99**     *Bylaw Enforcement [200] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [200] Bylaw Enforcement be received for information;

AND THAT the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Bylaw Officer (1.0 FTE) including environmental training, \$65,840.23 including training (\$50,840.23 and \$15,000 training) and future at \$99,733.71 including training funded through Taxation;

- Budget Proposal 2 – Bylaw Enforcement Base Budget Increase, \$18,200 funded through Taxation.

**Recommendation No. 100** *Gibsons and District Fire Protection [210] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [210] Gibsons and District Fire Protection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Training Budget (Base Budget Increase), \$3,375 (with total between [210], [212], and [216] - \$21,675) funded through Taxation.

**Recommendation No. 101** *Roberts Creek Fire Protection [212] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [212] Roberts Creek Fire Protection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Training Budget (Base Budget Increase), \$4,500 (with total between [210], [212], and [216] - \$21,675) funded through Taxation.

**Recommendation No. 102** *Halfmoon Bay Fire Protection [216] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [216] Halfmoon Bay Fire Protection be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Training Budget (Base Budget Increase), \$13,800 (with total between [210], [212], and [216] - \$21,675) funded through Taxation.

**Recommendation No. 103** *Sunshine Coast Emergency Planning [222] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [222] Sunshine Coast Emergency Planning be received for information;

AND THAT the following budget proposal, contingent on a grant, be referred to the 2023 Round 2 Budget:

- Budget Proposal 1 – FireSmart 2.0 (up to 4.5 FTE), \$370,000 contingent on Union of British Columbia Municipalities (UBCM) Community Resiliency Investment Grant.

**Recommendation No. 104** *Sunshine Coast Emergency Planning [222] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Emergency Support Services (ESS) Director (Exempt, Casual) (0.114 FTE), \$7,409.50 (9 months prorated in 2023) and future at \$9,879.33 funded through Taxation;
- Budget Proposal 4 – Extreme Heat Planning Grant, \$120,000 funded by a Provincial Grant.

**Recommendation No. 105** *Sunshine Coast Emergency Planning [222] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 3 – Hazard, Risk and Vulnerability Analysis (HRVA) Update), \$50,000 funded through Taxation.

*Director Henderson opposed.*

**Recommendation No. 106** *Regional Planning Services [500] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [500] Regional Planning Services be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Regional Housing Coordinator, \$76,997 funded by a Municipal Regional Destination Tax via Sunshine Coast Tourism.

**Recommendation No. 107** *Regional Planning Services [500] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be deferred to the 2024 Budget with staff continuing to review grant opportunities:

- Budget Proposal 2 – Sunshine Coast Regional District / Public Lands Comprehensive Review, \$100,000 funded through Taxation with potential of grant.

*Directors Lee and McMahon opposed.*

**Recommendation No. 108** *Regional Planning Services [500] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget with a report back providing further details from the Ministry of Transportation and Infrastructure:

- Budget Proposal 3 – Mt. Elphinstone Hydrological Study, \$150,000 funded through Taxation with potential of grant.

**Recommendation No. 109** *Regional and Rural Planning Services [500 / 504] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [500 / 504] Regional and Rural Planning Services be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – New Assistant Manager (1.0 FTE), \$129,758 (9 months prorated in 2023) (90% to [504] Rural Planning Services and 10% to [500] Regional Planning) and future at \$173,010, funded 50% from User Fees and 50% through Taxation in 2023.

*Directors Toth, Henderson and Backs opposed.*

**Recommendation No. 110** *Building Inspection Services [520] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for Building Inspection Services [520] be received for information.

**Recommendation No. 111** *Building Inspection Services [520] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Vehicle Replacement, \$80,000 funded \$43,000 from Capital Reserves and \$17,000 funded from Operating Reserves.

*Director Backs opposed.*

**Recommendation No. 112** *Building Inspection Services [520] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Digital Plan Review Preparedness – Hardware, Software and Training, \$5,500 from Operating Reserves.



**Recommendation No. 113** *Hillside Development Project [540] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget:

- Budget Proposal 1 – Headlease Renewal, \$213,600 (prorated in 2023) and future at \$250,000 funded from Operating Reserves.

*The Committee recessed Tuesday, January 24, 2023 at 3:48 p.m. and reconvened Wednesday, January 25, 2023 at 9:30 a.m.*

**Recommendation No. 114** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [350] Regional Solid Waste be received for information.

**Recommendation No. 115** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Sechelt Landfill Interim Power Supply, \$48,000 funded through Taxation and \$52,000 for 2024.

*Director Henderson opposed.*

**Recommendation No. 116** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Sechelt Landfill Power System Replacement, \$87,000 funded from Municipal Finance Authority Short Term Loan, for a total project Budget of \$299,000, and \$10,000 for base budget ongoing electricity costs;

AND THAT a loan of up to \$299,000 for a term of 5 years be requested through the Municipal Finance Authority section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the Sechelt Landfill Power System Replacement.

**Recommendation No. 117** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget:

- Budget Proposal 3 – Sechelt Landfill Aggregates, \$32,000 funded through Taxation.

**Recommendation No. 118** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 4 - Islands Clean-Up (Additional Funding – Base Budget), \$35,000 funded through Taxation (\$7,000 for 2024 and \$42,000 for 2025).

**Recommendation No. 119** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 5 – Future Waste Disposal Option Analysis – Phase 2, \$75,000 funded through Taxation;
- Budget Proposal 8 – Sechelt Landfill Extending Useful Life, \$50,000 funded through Taxation.

**Recommendation No. 120** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 6 – Green Waste Program (increased tonnage) Base Budget Increase, \$140,000 funded through Taxation (\$117,000 for 2024 and \$147,000 for 2025).

*Directors White, Backs and Lee opposed.*

**Recommendation No. 121** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 7 – Pender Harbour Transfer Station Upgrades (Phase 2), \$765,000 funded by Municipal Finance Authority Short Term Loan;

AND THAT a loan of up to \$765,000 for a term of 5 years be requested through the Municipal Finance Authority section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the Pender Harbour Transfer Station Upgrades.

**Recommendation No. 122** *Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 9 – Biocover Feasibility Pilot Phase 2 (Additional Funding), \$136,000 funded from Operating Reserves.

*Director White opposed.*

**Recommendation No.123** *North Pender Harbour Water Service [365] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [365] North Pender Harbour Water Service be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Garden Bay Treatment Plant Improvements (Preliminary / Pre-Design Work), \$200,000 funded from Operating Reserves.

*Director Backs opposed.*

**Recommendation No. 124** *South Pender Harbour Water Service [366] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [366] South Pender Harbour Water Service be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Dam Safety Upgrades to McNeil Lake Dam (Additional Funding), \$78,750 funded from Canada Community Building Fund (Gas Tax) for Area A.

*The Committee recessed at 10:20 a.m. and reconvened at 10:31 a.m.*

**Recommendation No. 125** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [370] Regional Water Service be received for information;

AND THAT the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 1 – Church Road Well Field Project (Operational Costs), \$112,196 funded from User Fees.

**Recommendation No. 126** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Chapman Siphon Removal \$100,000 funded from User Fees.

**Recommendation No. 127** *Chapman Lake Siphons*

The Finance Committee recommended that staff report to the February 9, 2023 Committee of the Whole meeting with information regarding the current situation on the use of the siphons at

Chapman Lake and the requirement to remove the siphons based on the expiry of the BC Parks - Parks Use Permit on October 31, 2023.

**Recommendation No. 128** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 3 – Chapman Creek Water Treatment Plant UV Upgrade (Phase 2 Construction), \$1,905,950 funded by Municipal Finance Authority Short Term Loan;

AND THAT a loan of up to \$1,905,950 for a term of 5 years be requested through the Municipal Finance Authority section 403 of the *Local Government Act* (Liabilities Under Agreement) to fund the Chapman Creek Water Treatment Plant UV Upgrade (Phase 2 Construction).

*Director Henderson opposed.*

**Recommendation No. 129** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 4 – Chapman Creek Water Treatment Plant Chlorine Gas Decommissioning, \$65,000 funded from User Fees;
- Budget Proposal 6 – Egmont Water Treatment Plan – Feasibility Study and Preliminary Development, \$275,000 funded \$75,000 funded from Operating Reserves and \$200,000 funded from Capital Reserves;
- Budget Proposal 7 – Chaster Well Upgrades – Well Protection Plan Phase 2 – Additional Funding, \$78,500 funded from Capital Reserves;
- Budget Proposal 8 – Church Road Well Field – Compliance Monitoring, \$200,000 funded from User Fees (base operating budget in 2024 of \$200,000);
- Budget Proposal 9 – Chapman Creek Water Treatment Plant Mechanical Equipment Upgrades, \$135,000 funded from Capital Reserves;
- Budget Proposal 10 – Exposed Watermain Rehabilitation Chapman Intake Line – New Project, \$220,000 funded from Capital Reserves;
- Budget Proposal 11 – Sechelt Nation Government District – Zone Metering, \$250,000 funded from Capital Reserves.

**Recommendation No. 130** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 5 – Dam Safety Upgrades to Chapman and Edwards Lakes – Construction Cost Increases, \$322,000 funded from Capital Reserves.

*Director Backs opposed.*

**Recommendation No. 131** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be referred to the 2023 Round 2 Budget with confirmation of the allocation of Canada Community Building Fund (Gas Tax) from the Electoral Areas and the contribution by the District of Sechelt:

- Budget Proposal 12 – Generators(s) Purchase for Various Sites, \$375,000 funded from Canada Community Building Fund (Gas Tax).

**Recommendation No. 132** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 13 – Eastbourne Groundwater Supply Expansion (Phase 2), \$1,200,000 funded \$753,000 from Canada Community Building Fund (Gas Tax) and \$447,000 funded from Capital Reserves.

*Directors McMahon and Henderson opposed.*

**Recommendation No. 133** *Regional Water Service [370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be deferred to the 2024 Budget:

- Budget Proposal 14 – Pneumatic Boring Tool, \$57,200 funded by Municipal Finance Authority Short Term Loan.

**Recommendation No. 134** *Water Service [365 / 366 / 370] and Regional Solid Waste [350] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for [365 / 366 / 370] Water Services and [350] Regional Solid Waste be received for information;

AND THAT the following budget proposal be referred to the 2023 Round 2 Budget with confirmation of funding sources between Water Services and Regional Solid Waste:

- Budget Proposal 1 – Capital Projects Implementation Coordinator (1.0 FTE), \$63,750 (9 months prorated in 2023) and full time ongoing \$85,000 funded from Users Fees with these allocations 70% from [370], 10% from [366], 5% from [365] and 15% from [350].

**Recommendation No. 135** *Water Service [365 / 366 / 370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 – Review of Sunshine Coast Regional District Servicing Bylaw No. 320, \$40,000 funded from User Fees with these allocations 85% from [370], 5% from [365] and 10% from [366];
- Budget Proposal 3 – Water Rate Structure Review – Phase 2, \$60,000 from User Fees with these allocations 85% from [370], 5% from [365] and 10% from [366].

*Director Henderson opposed.*

**Recommendation No. 136** *Water Service [365 / 366 / 370] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposal be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 4 – Water Strategy Implementation – Develop Water System Action Plans, \$87,000 from User Fees with these allocations 85% from [370], 5% from [365] and 10% from [366].

**Recommendation No. 137** *Wastewater Treatment Plants [381-395] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the report titled 2023 Round 1 Budget Proposal for Wastewater Treatment Plants [381-395] be received for information;

AND THAT the following budget proposal be referred to the 2023 Round 2 Budget pending confirmation of the grant:

- Budget Proposal 1 – [387] Square Bay Wastewater Treatment Plant – Square Bay Collection System – Planning for System Upgrade, \$15,000 funded \$10,000 from the Infrastructure Planning Grant Program and \$5,000 from Operating Reserves.

**Recommendation No. 138** *Wastewater Treatment Plants [381-395] - 2023 R1 Budget Proposal*

The Finance Committee recommended that the following budget proposals be approved and incorporated into the 2023 Round 2 Budget:

- Budget Proposal 2 - [387] Square Bay Wastewater Treatment Plant – Square Bay Collection System – Infiltration Reduction (Phase 1 and 2), \$5,000 funded from User Fees;
- Budget Proposal 3 - [381-395] Wastewater Treatment Plants – Pumpout Costs, \$19,435 funded from User Fees;

- Budget Proposal 4 - [384 / 385] Secret Cove / Jolly Roger Wastewater Treatment Plant – Outfall Maintenance Phase 1, \$22,000 funded [384] Jolly Roger \$11,000 from Operating Reserves and [385] Secret Cove \$11,000 from Operating Reserves;
- Budget Proposal 5 - [383] Sunnyside Wastewater Treatment Plant – Feasibility and Planning Study, \$7,500 from Operating Reserves;
- Budget Proposal 6 - [384] Jolly Roger Wastewater Treatment Plant – Feasibility and Planning Study, \$12,500 from Operating Reserves;
- Budget Proposal 7 - [385] Secret Cove Wastewater Treatment Plant – Feasibility and Planning Study, \$12,500 from Operating Reserves.

**ADJOURNMENT**

11:54 a.m. on Wednesday, January 24, 2023

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Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT  
COMMITTEE OF THE WHOLE**

**January 26, 2023**

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE MEETING HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

<b>PRESENT:</b>	Chair	Town of Gibsons	S. White
	Directors	Electoral Area B	J. Gabias
		Electoral Area A	L. Lee
		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
		shíshálh Nation Government District	P. Paul
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley (part)
	GM, Corporate Services / Chief Financial Officer		T. Perreault (part)
	Corporate Officer		S. Reid
	General Manager, Community Services		S. Gagnon (part)
	Executive Assistant		C. Armitage (part)
	General Manager, Planning and Development		I. Hall (part)
	Manager, Planning and Development		J. Jackson (part)
	Chief Building Officer		B. Kennett (part)
	Manager, Protective Services		M. Treit (part)
	Manager, Communications and Engagement		A. Buckley (part)
	Sr. Manager, Human Resources		G. Parker (part)
	Manager, Asset Management		K. Doyle (part)
	Manager, Financial Services		B. Wing (part)
	Manager, Purchasing and Risk Management		V. Cropp (part)
	Manager, Sustainable Development		R. Shay (part)
	Manager, Facility Services		A. van Velzen (part)
	Manager, Parks Services		K. Clarkson (part)
	Acting General Manager, Infrastructure Services		M. Edbrooke (part)
	Manager, Utility Services		S. Walkey (part)
	Manager, Capital Projects		S. Misiurak
	Area A Alternate Director		C. Alexander
	Administrative Assistant / Recorder		T. Crosby
	Media		0
	Public		3

**CALL TO ORDER**

9:33 a.m.



**AGENDA**

The agenda was adopted as amended, as follows:

- Refer the In Camera Committee of the Whole Agenda of January 26, 2023 to the January 26, 2023 Board Meeting.

**PRESENTATIONS AND DELEGATIONS**

*Colten Rockford, Cael Read and Anna Latanzi of the Gibsons Transportation and Accessibility Committee addressed the Committee regarding Increasing Public Transit Subsidy for Students.*

**Recommendation No. 1**     *Public Transit Subsidy for Students*

The Committee of the Whole recommended that the presentation from the Gibsons Transportation and Accessibility Committee titled Free Public Transportation for Students be received for information.

**COMMUNICATIONS****Recommendation No. 2**     *Communications – Free Public Transportation for Students*

The Committee of the Whole recommended that the following correspondence regarding Free Public Transportation for Students be received for information:

- January 16, 2023 from Colten Rockford and Cael Read of the Gibsons Transportation and Accessibility Committee;
- January 2, 2023 Letter of Support from Alun Wooliams, President of Transportation Choices;
- December 30, 2022 Letter of Support from Penny Brown, Co-founder of the Sunshine Coast Climate Action Network;
- January 13, 2023 Letter of Support from Alaya Boisvert, Gibsons Resident;
- January 26, 2023 Letter of Support from Amanda Amaral, Chair of the Board of Education for School District 46 – Sunshine Coast;
- January 23, 2023 Letter of Support from the SD46 District Student Leadership Team;
- January 25, 2023 Letter of Support from Dr. Moliehi Khaketla, Medical Health Officer of Vancouver Coastal Health.

**REPORTS****Recommendation No. 3**     *Association of Vancouver Island and Coastal Communities Resolution – Modernization of the Local Government Act*

The Committee of the Whole recommended that the report titled Association of Vancouver Island and Coastal Communities (AVICC) Resolution – Modernization of the *Local Government Act* be received for information;

AND THAT the following resolution be approved and submitted to AVICC prior to the February 9, 2023, deadline:

WHEREAS a comprehensive review of the legislation governing regional districts has not been done; however, the social, political and economic environments in which local governments operate has dramatically evolved in areas including increased populations living in unincorporated areas, response to climate change, and First Nations' participation in regional governance;

AND WHEREAS the accountabilities of regional districts continue to increase, most recently with updates to Emergency Management legislation, but regional districts lack the tools and authority needed to meet these expanded responsibilities;

AND WHEREAS UBCM has endorsed multiple resolutions asking for a review of the *Local Government Act* as it relates to the legislative authority of regional districts; most recently in 2015, 2018, and 2022, and the province has been promising these urgently needed legislative updates for over twenty years;

THEREFORE BE IT RESOLVED THAT UBCM work with the Ministry of Municipal Affairs and regional districts to ensure that a comprehensive review and modernization of the *Local Government Act* is prioritized during the current municipal term of office.

AND FURTHER THAT this recommendation be forwarded to the January 26, 2023 Board Meeting.

**Recommendation No. 4**      *Grant Opportunities: Proposed Comprehensive Land Study Project*

The Committee of the Whole recommended that the report titled Grant Opportunities: Proposed Comprehensive Land Study Project be received for information;

AND THAT Sunshine Coast Regional District (SCRD) seek grant support for the proposed Comprehensive Lands Study project from:

- a. Real Estate Foundation of British Columbia "Built Environments" stream
- b. Sunshine Coast Foundation: Responsive Community Grants program;

AND FURTHER THAT letters of support be requested from member municipalities, First Nations and the Housing Action Table.

**Recommendation No. 5**      *Planning and Development Department 2022 Q4 / Year End Report*

The Committee of the Whole recommended that the report titled Planning and Development Department 2022 Q4 / Year End Report be received for information.

**Recommendation No. 6**      *Corporate and Administrative Services – Semi-Annual Report for July to December 2022*

The Committee of the Whole recommended that the report titled Corporate and Administrative Services – Semi-Annual Report for July to December 2022 be received for information.

**Recommendation No. 7**     *Board Constituency Expenses Policy Amendments*

The Committee of the Whole recommended that the report titled Board Constituency Expenses Policy Amendments be received for information;

AND THAT the Board Constituency Expenses Policy be adopted as amended.

*Director Backs opposed.*

**Recommendation No. 8**     *Director Constituency and Travel Expenses for Period Ending December 31, 2022*

The Committee of the Whole recommended that the report titled Director Constituency and Travel Expenses for Period Ending December 31, 2022 be received for information.

**Recommendation No. 9**     *Sunshine Coast Regional District Debt as at December 31, 2022*

The Committee of the Whole recommended that the report titled Sunshine Coast Regional District Debt as at December 31, 2022 be received for information.

**Recommendation No. 10**     *Contracts Between \$50,00 and \$100,000 from October 1, 2022 to December 31, 2022*

The Committee of the Whole recommended that the report titled Contracts Between \$50,000 and \$100,000 from October 1, 2022 to December 31, 2022 be received for information.

*The Committee recessed at 10:57 a.m. and reconvened at 11:04 a.m.*

**Recommendation No. 11**     *Parcel Tax Roll Review Panel*

The Committee of the Whole recommended that the report titled Parcel Tax Roll Review Panel be received for information;

AND THAT:

- Director Gabius, Director Lee and Director Backs be appointed to the Parcel Tax Roll Review Panel;
- The Parcel Tax Roll Review Panel sitting be scheduled for February 23, 2023 at 9:00 a.m. to be held in the SCRD Boardroom; and,
- The Chief Financial Officer be appointed Collection for the SCRD.

**Recommendation No. 12**     *Request for Proposal 2261317 Domestic Hot Water Distribution System Reconstruction – Contract Award*

The Committee of the Whole recommended that the report titled Request for Proposal 2261317 Domestic Hot Water Distribution System Reconstruction – Contract Award be received for information;

AND THAT the budget for this project be increased to \$117,070 from \$35,000 with the increase of \$82,070 to be funded through Capital reserves;

AND THAT the 2023-2027 Financial Plan be amended to include this increase;

AND THAT a contract to reconstruct the Domestic Hot Water Distribution System at the Sechelt Aquatic Center be awarded to Ram Mechanical Ltd., for a value not to exceed \$109,250 (before GST);

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

AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of January 26, 2023.

*Directors McMahon and Backs opposed.*

**Recommendation No. 13**     *Contract No. 2231301-1 Amendment – Revenue Loss Compensation for Katherine Lake Campground*

The Committee of the Whole recommended that the report titled Contract No. 2261301-1 Amendment – Revenue Loss Compensation for Katherine Lake Campground during the 2022 Operating Season be received for information;

AND THAT the Sunshine Coast Regional District (SCRD) authorize a total contract amendment value of \$4,428.60 to contract No. 2261301-1, in order to compensate the contracted service provider for unanticipated revenue losses, as a result of 2021 flooding impacts and multiple campsite closures for the 2022 operating season.

**Recommendation No. 14**     *2022 Drought Response Plan Summary*

The Committee of the Whole recommended that 2022 Drought Response Plan Summary be received for information.

**NEW BUSINESS**

*The Committee of the Whole had a debrief discussion regarding the Water Summit.*

**Recommendation No. 15**     *Water Summit Debrief*

The Committee of the Whole recommended that the Correspondence from District of Sechelt Mayor Henderson titled Water – The Time is now! and the presentation titled Water Now – A Solution be received for information.

*Director White left the meeting at 12:17 p.m. and returned to the meeting at 12:18 p.m.*

**ADJOURNMENT**                      12:40 p.m.

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Committee Chair