



# 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, MAY 9, 2024

## AGENDA

CALL TO ORDER 1:00 p.m.

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of April 25, 2024

Annex A  
Pages 4 - 15

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PRESENTATIONS AND DELEGATIONS

3. *Pakista xaxanak* Garry Feschuk and Kathleen Coyne, siyaya  
Reconciliation Movement  
Regarding an overview of initiatives, and a personal invitation  
to ceremonies and siyaya Days 2024.

### REPORTS

4. Committee of the Whole recommendation Nos. 1 - 3 and 6 - 11 of  
April 25, 2024 (*recommendation Nos. 4 and 5 previously adopted*)  
**Voting – All Directors – 1 Vote Each** Annex B  
pp 16 - 19
5. Award Report – Request for Quotation No. 2421001 Command  
Vehicles for Gibsons and District and Roberts Creek Fire  
Departments – Fire Chief, Gibsons and District Fire Department, and  
Fire Chief, Roberts Creek Fire Department Annex C  
pp 20 - 21  
**Voting – All Directors – Weighted Vote: A-2, B-2, D-2, E-2, F-2,  
Sechelt-6, Gibsons-3, sNGD-1)**
6. Water Systems Modelling Engineering Services Contract  
Amendment No. 7 – Assistant Manager, Utility Engineering; Utility  
Business Coordinator Annex D  
pp 22 - 24  
**Voting – All Directors – Weighted Vote: A-2, B-2, D-2, E-2, F-2,  
Sechelt-6, Gibsons-3, sNGD-1)**

**COMMUNICATIONS**

- 7. Petition consisting of 139 Signatures Annex E  
 Regarding Petition to Restore Vine Creek Bridge pp 25 – 34  
**(Receipt for information only)**
  
- 8. Katharine Truman, Coordinator, PCC Beavers 50<sup>th</sup> Birthday Annex F  
Party Beaverree dated April 2, 2024 page 35  
 Regarding invitation to the Beaver Scout Program 50<sup>th</sup>  
 birthday

**MOTIONS**

**BYLAWS**

- 9. *Sunshine Coast Regional District Board Procedures Amendment* Annex G  
*Bylaw No. 717.4, 2024* pp 36 - 37  
**-receipt of Staff Report**  
**-first, second, and third readings**  
**(Voting – All Directors – 1 Vote Each)**
  
- 10. *Sunshine Coast Regional District Water Rates and Regulations* Annex H  
*Amendment Bylaw No. 422.46, 2024* pp 38 - 39  
**-first, second, third reading, and adoption**  
**(Voting – Participants – Weighted Vote: B-2, D-2, E-2, F-2,**  
**Sechelt-6)**
  
- 11. *Community Recreation Facilities Fees and Charges Bylaw No. 766,* Annex I  
*2024* pp 40 - 47  
**-first, second, and third readings**  
**(Voting – Participants – Weighted Vote: B-2, D-2, E-2, F-2,**  
**Sechelt-6)**
  
- 12. *Pender Harbour Aquatic and Fitness Centre Fees and Charges* Annex J  
*Bylaw No. 767, 2024* pp 48 - 51  
**-first, second, and third readings**  
**(Voting – Participants – Weighted Vote: B-2, D-2, E-2, F-2,**  
**Sechelt-6)**

**DIRECTORS' REPORTS**

**NEW BUSINESS**

**IN CAMERA**

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

**ADJOURNMENT**



**SUNSHINE COAST REGIONAL DISTRICT**

**April 25, 2024**

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

**PRESENT:**

Chair	Electoral Area A	L. Lee
Directors	Electoral Area B	J. Gabias
	Electoral Area D	K. Backs
	Electoral Area E	D. McMahon
	Electoral Area F	K. Stamford
	District of Sechelt	D. Inkster (in part)
	District of Sechelt	A. Toth (in part)
	Town of Gibsons	S. White (in part)
	shíshálh Nation Government District	P. Paul

**ALSO PRESENT:**

Chief Administrative Officer	D. McKinley
Corporate Officer	S. Reid
GM, Corporate Services / Chief Financial Officer	T. Perreault
GM, Planning and Community Development	I. Hall
GM, Community Services	S. Gagnon
Chief Building Official	B. Kennett
Manager, Capital Projects	J. Waldorf
Manager, Capital Projects	S. Misiurak
Manager, Facility Services	A. van Velzen
Deputy Corporate Officer / Recorder	K. Wiebe
Media	1
Public	4

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

**CALL TO ORDER**      1:05 p.m.

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

108/24                    THAT the amended agenda for the meeting be adopted as presented.

**CARRIED**

**MINUTES**

Minutes

**It was moved and seconded**

109/24

THAT the Regular Board meeting minutes of March 28, 2024 be adopted as presented.

**CARRIED****PRESENTATIONS AND DELEGATIONS**

*Miyuki Shinkai and Ed Erickson, Sunshine Coast Labour Council, and Sussanne Skidmore, President, BC Federation of Labour, addressed the Board regarding the annual day of remembrance for workers killed and injured on the job.*

**REPORTS**

COW

**It was moved and seconded**

110/24

THAT Committee of the Whole recommendation Nos. 1 - 3 and 5 - 9 of March 28, 2024 be received, adopted and acted upon as follows:

**Recommendation No. 1** *handyDART Services Review*

THAT the presentation from Rob Ringma, Senior Manager, BC Transit titled Sunshine Coast handyDART Services Review Final Report – Summary be received for information.

**Recommendation No. 2** *handyDART (Custom Transit) Review 2024*

THAT the report titled handyDART (Custom Transit) Review 2024 be received for information;

AND THAT the 2024 handyDART Service Review report be approved as a planning tool for future handyDART service improvements, expansions and infrastructure priorities;

AND FURTHER THAT contingent upon the execution of the Final 2024/25 Annual Operating Agreement with BC Transit, that the 2024/25 handyDART service expansion 550 hours of additional service hours be applied to the following priorities:

- a. Extending weekday service by one hour to 5:30 p.m.
- b. Adding Sunday and holiday service, aligned to existing Saturday service hours.

**Recommendation No. 3** *Procurement Policy Update*

THAT *the report titled Procurement Policy Update* be received for information;

110/24 cont.

AND THAT the updated Procurement Policy be approved as presented.

**Recommendation No. 5**     *Budget Project Status Report*

THAT the report titled Budget Project Status Report - March 2024 be received for information.

**Recommendation No. 6**     *Grants Status Update*

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

**Recommendation No. 7**     *Provincial Response to 2023 Resolutions*

THAT the correspondence from Councillor Trish Mandewo, Union of British Columbia Municipalities (UBCM) President regarding the Provincial Response to 2023 Resolutions be received for information.

**Recommendation No. 8**     *Sunshine Coast Farmers Institute – Requests*

THAT the correspondence from Julie Carrillo of Heart and Sol Coastal Farm, on behalf of the Board Members of The Sunshine Coast Farmers Institute, requesting a reconsideration of the 2024 expiration of the temporary exemption for farmers from the Stage 4 water restrictions be received for information.

**Recommendation No. 9**     *Sunshine Coast Regional District Water Strategy*

THAT the following Notices of Motions regarding The Sunshine Coast Farmers Institute be received and placed on the next Board agenda for debate and consideration:

1) Policy Development to Support Commercial Food-Growing Farms

WHEREAS local food production contributes to our local economy and is critical to the Sunshine Coast region's resilience in the face of global instability and climate change;

AND WHEREAS the agricultural landscape of the Sunshine Coast is unique, and reliable data and information is needed in order to develop fair and effective policies;

AND WHEREAS the SCRD has an Agricultural Amenities Fund in the amount of approximately \$86,000:

THEREFORE BE IT RESOLVED that staff work in collaboration with the Farmers Institute to develop a budget proposal for 2025 funded by the Agricultural Amenities Fund that would develop water use and OCP-related policy to support commercial food-growing farms in the Sunshine Coast Regional District.

110/24 cont. 2) Extension of Stage 4 Exemptions for Commercial Food-Growing Farms

WHEREAS a two-year (2023 & 2024) exemption from Stage 4 restrictions for commercial food-growing farms was granted in 2023 in order to offer temporary relief while a more permanent solution for commercial farm water use was developed;

AND WHEREAS a more permanent solution has yet to be developed;

THEREFORE BE IT RESOLVED that the current Stage 4 exemptions for commercial food-growing farms be extended to 2028, or until agricultural water and land use policies are developed and adopted.

**CARRIED**

COW **It was moved and seconded**

111/24 THAT Committee of the Whole recommendation No. 4 of March 28, 2024, as follows, be referred to a future Committee of the Whole meeting:

**Recommendation No. 4** *Sunshine Coast Regional District Water Strategy*

The Committee of the Whole recommended that the presentation and report titled Sunshine Coast Regional District Water Strategy be received for information;

AND THAT the Sunshine Coast Regional District Water Strategy be adopted as presented.

**CARRIED**

EAS **It was moved and seconded**

112/24 THAT the Electoral recommendation Nos. 1 - 9 of April 18, 2024 be received, adopted and acted upon as follows:

**Recommendation No. 1** *Appointment of Vice-Chair for April 18, 2024 EAS Meeting*

THAT Electoral Area F Director Stamford be appointed as the Vice-Chair for the April 18, 2024 Electoral Area Services Committee meeting.

**Recommendation No. 2** *Participation of District of Sechelt Director at April 18, 2024 EAS Meeting*

THAT District of Sechelt Director Toth be permitted to participate in the April 18, 2024 Electoral Area Services Committee meeting.

112/24 cont.

**Recommendation No. 3** *Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request*

THAT the report titled Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request be received for information;

AND THAT an application requesting an extension to the Small-Scale Multi Unit Housing legislation compliance deadline from June 30, 2024, to June 30, 2026 be submitted to the Ministry of Housing;

AND FURTHER THAT the staff report titled Province Housing Legislation – Implications for SCRD & Small-Scale Multi-Unit Housing Legislation Extension Request be provided to Advisory Planning Commissions as capacity-building information in advance of anticipated work on Official Community Plan renewal.

**Recommendation No. 4** *Policy Fix Micro Project: Amendment Zoning Bylaw No. 722.9 and 337.123*

THAT the report titled Policy Fix Micro Project: Amendment Zoning Bylaw No. 722.9 and 337.123 be received for information;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9 and 337.123* be forwarded to the Board for Second Reading;

AND THAT a Public Hearing to consider *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.9 and 337.123* be scheduled;

AND THAT the Public Hearing be conducted as a hybrid meeting allowing the public to attend in-person or virtually;

AND FURTHER THAT Director Stamford be delegated as the Chair and Director Gabias be delegated as the Alternate Chair to conduct the Public Hearing.

**Recommendation No. 5** *Zoning Amendment Bylaw No. 722.6 (268 Stella Maris Road) – Consideration of Adoption*

THAT the report titled Zoning Amendment Bylaw No. 722.6 (268 Stella Maris Road) – Consideration of Adoption be received;

AND THAT *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.6* be forwarded to the Board for consideration of adoption.

**Recommendation No. 6** *Frontage Waiver FRW00020 (1197 Hawthorn Road)*

THAT the report titled Frontage Waiver FRW00020 (1197 Hawthorn Road) – Electoral Area D be received for information;



112/24 cont.

AND THAT the requirement for a minimum 10% of the lot perimeter to front on the highway for proposed Lot B be waived.

**Recommendation No. 7** *Halfmoon Bay (Electoral Area B) Advisory Planning Commission Minutes of March 26, 2024*

THAT the Halfmoon Bay (Electoral Area B) Advisory Planning Commission Minutes of March 26, 2024 be received for information.

**Recommendation No. 8** *Roberts Creek (Electoral Area D) Advisory Planning Commission Minutes of March 18, 2024*

THAT the Roberts Creek (Electoral Area D) Advisory Planning Commission Minutes of March 18, 2024 be received for information.

**Recommendation No. 9** *Elphinstone (Electoral Area E) Advisory Planning Commission Minutes of March 26, 2024*

THAT the Elphinstone (Electoral Area E) Advisory Planning Commission Minutes of March 26, 2024 be received for information.

**CARRIED**

FIN

**It was moved and seconded**

113/24

THAT Finance Committee recommendation Nos. 1 - 3 of April 18, 2024 be received, adopted and acted upon as follows:

**Recommendation No. 1** *2023 Audit Findings Report and Statement of Financial Information – MNP LLP*

THAT the presentation titled Sunshine Coast Regional District Presentation to the Finance Committee from MNP LLP, the Sunshine Coast Regional District presentation titled 2023 Financial Statements and Audit Findings and the report titled Sunshine Coast Regional District (SCRD) 2023 Audit Findings Report and Statement of Financial Information, and the following documents be received for information;

- 2023 Audit Findings – Report to the Board of Directors;
- 2023 Draft Independent Auditor’s Report - SCRD;
- 2023 Draft Independent Auditor’s Report – Foreshore Leases (Hillside);
- Audit Management Letter from MNP LLP;
- 2023 Statement of Financial Information (including the SCRD 2023 Draft Audited Financial Statements Year Ended December 31, 2023);

AND THAT the 2023 Draft Audited Financial Statements and Statement of Financial Information for Year Ended December 31, 2023 be approved as presented.

113/24 cont.

**Recommendation No. 2** *Reserves and Holding Funds*

THAT the report titled Status of Reserves and Holding Funds as at March 31, 2024 be received for information.

**Recommendation No. 3** *Canada Community-Building Fund Update*

THAT the report titled Canada Community-Building Fund–Community Works Fund Update be received for information.

**CARRIED**

COW

**It was moved and seconded**

114/24

THAT Committee of the Whole recommendation No. 4 of April 25, 2024 be received, adopted and acted upon as follows:

**Recommendation No. 5** *Gibsons Area Community Center (GACC) Enhancements – Seating Project*

THAT report titled Gibsons Area Community Center (GACC) Enhancements – Seating Project be received for information;

AND THAT the delegated authorities be authorized to enter into a Construction Agreement with the Sunshine Coast Junior Hockey Society (the “Society”) for the GACC enhancement project for new bucket and drink rail seating, at a maximum project value of \$90,000, subject to all costs for the enhancements being the sole responsibility of the Society, and contingent upon the Society providing evidence of having the financial and resource capacity to complete the projects through a letter of credit;

AND THAT the delegated authorities be authorized to enter into an agreement with the issuer of the letter of credit and the Society, outlining the terms and conditions, and when the letter of credit would be discharged;

AND FURTHER THAT the delegated authorities be authorized to enter into agreement(s) with individual donors for up to a total maximum value of the project (\$90,000) for the purposes of issuing tax receipts upon acceptance of the completed project and assets.

**CARRIED**

Bylaw Exemption

**It was moved and seconded**

115/24

THAT the report titled Request from Exemption from SCRD Noise Control Bylaw No. 597 for Alberg Productions Inc. be received for information;

115/24 cont. AND THAT enforcement against Alberg Productions Inc. under *Sunshine Coast Regional District Noise Control Bylaw No. 597, 2008* be waived according to the following schedule in order for Alberg Productions Inc. to perform filming and activities related to film production in Roberts Creek (Electoral Area D):

- From 11:00 p.m. on Thursday April 25, 2024 to 4:00 a.m. on Friday April 26, 2024 at Cliff Gilker Park;
- From 11:00 p.m. on Thursday May 9, 2024 to 12:00 a.m. on Friday May 10, 2024 at 879 Agnes Road.

AND FURTHER THAT Alberg Productions Inc. be requested to attempt to minimize disturbances and that appropriate notice be provided to area residents.

**CARRIED**

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

116/24 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 9, Block 7 District Lot 687, Plan VAP2075, PID 008-245-061, Folio 746.00264.000.

**CARRIED**

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

117/24 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 1, District Lot 4552, Plan VAP13302, PID 008-681-325, Folio 746.06467.101.

**CARRIED**

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

118/24 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 B, Block B, District Lot 694, Plan VAP12290, PID 006-765-823, Folio 746.00587.010.

**CARRIED**

**Contract Award            It was moved and seconded**

119/24

THAT the report titled RFP 2461301 Engineered Air Roof Top Unit Replacement - Contract Award be received for information;

AND THAT a contract to provide Engineered Air Roof Top Unit Replacement be awarded to Fortius Mechanical Ltd. in the amount of up to \$158,300 (excluding GST);

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

**CARRIED**

**Contract Award            It was moved and seconded**

120/24

THAT the report titled Contract Award for Brass Water Service Fittings be received for information;

AND THAT a contract for the Supply and Delivery of Brass Water Service Fittings be awarded to Flocor Inc. in the amount up to \$417,705 (plus GST);

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

**CARRIED**

**Church Road                It was moved and seconded**

121/24

THAT the report titled Church Road Phase 4B Construction Management Services Contract Amendment (2237001) be received for information;

AND THAT the contract with Associated Environmental Consultants Inc. be increased by an additional \$75,000 for a total contract value not to exceed \$1,595,000 (excluding GST);

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

**CARRIED**

*Director White left the meeting at 1:52 p.m. and returned at 1:54 p.m.*

**Chapman Creek            It was moved and seconded**

122/24

THAT the report titled Exposed Watermain Rehabilitation Chapman Creek Crossing Update be received for information;

AND THAT contract 2337009 with Jewel Holdings Ltd. be amended to include exposed watermain rehabilitation of an additional two Chapman Creek crossings;

122/24 cont. AND THAT the contract with Jewel Holdings Ltd. for exposed watermain rehabilitation be increased by an additional \$414,050 for a total contract value not to exceed \$557,050 (plus GST);

AND THAT the Exposed Watermain Rehabilitation Budget be increased by \$74,469 to be funded from [370] Regional Operating Reserves;

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

**CARRIED**

**MOTION FOR WHICH NOTICE HAS BEEN GIVEN**

*Director Gabias addressed the Board regarding food growing farms and exemptions from stage 4 water conservation regulations.*

Food Growing Farms **It was moved and seconded**

123/24 THAT the correspondence from Director Gabias, Electoral Area B regarding policy development to support commercial food-growing farms and extension of stage 4 exemptions for commercial food-growing farms be received;

AND THAT staff work in collaboration with the Farmers Institute to develop a budget proposal for 2025 funded by the Agricultural Amenities Fund that would develop water use and OCP-related policy to support commercial food-growing farms in the Sunshine Coast Regional District.

**CARRIED**

Stage 4 Exemption **It was moved and seconded**

124/24 THAT that the motion regarding current Stage 4 exemptions for commercial food-growing farms be referred to a future Committee of the Whole meeting before the end of Quarter 2 2024, as follows:

*WHEREAS a two-year (2023 & 2024) exemption from Stage 4 restrictions for commercial food-growing farms was granted in 2023 in order to offer temporary relief while a more permanent solution for commercial farm water use was developed;*

*AND WHEREAS a more permanent solution has yet to be developed;*

*THEREFORE BE IT RESOLVED that the current Stage 4 exemptions for commercial food-growing farms be extended to 2028, or until agricultural water and land use policies are developed and adopted.*

124/24 cont. AND THAT staff are directed to gather information consisting of a high-level overview of farm level water use from 2023 during which time farmers were operating under an exemption.

**CARRIED**

*Directors Inkster and Gabias opposed.*

**MOTIONS**

Conference **It was moved and seconded**

125/24 THAT Director McMahon be authorized to attend Keeping it Rural conference in Kelowna scheduled for May 21 – 23, 2024;

AND THAT expenses be paid for Director McMahon’s attendance at the Keeping it Rural conference in Kelowna.

**CARRIED**

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

**DIRECTORS’ REPORTS**

*Directors provided a verbal report of their activities.*

*The Board moved In Camera at 2:33 p.m.*

**IN CAMERA It was moved and seconded**

126/24 THAT the public be excluded from attendance at the meeting in accordance with Section 90(1) (a), (d), and (k) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position...”, “the security of the property of the municipality;”, and “negotiations and related discussions respecting the proposed provision of a municipal service...”

**CARRIED**

*The Board moved out of In Camera at 3:31 p.m.*

**RELEASE OF ITEMS FROM IN CAMERA**

Emergency Preparedness **It was moved and seconded**

127/24 THAT the Sunshine Coast Regional District (SCRD) accepts the Community Emergency Preparedness grant for Emergency Operations Centre Equipment and Training valued at \$28,095;

AND THAT the delegated authorities be authorized to execute the Approval Agreement and accept the terms and conditions;

127/24 cont. AND FURTHER THAT the 2024-2028 Financial Plan be amended for the Sunshine Coast Emergency Planning function.

**CARRIED**

APC Appointments **It was moved and seconded**

128/24 THAT Jon McMorran be appointed to the Area F Advisory Planning Commission (APC) for the remainder of the two year term;

AND THAT Vivienne McRoberts-Sosnowski be appointed to the Area F Advisory Planning Commission (APC) for a one-year term.

**CARRIED**

**ADJOURNMENT** **It was moved and seconded**

129/24 THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:31 p.m.

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

Corporate Officer

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

\_\_\_\_\_

Chair

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

**April 25, 2024**

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 D Electoral Area A Electoral Area B Electoral Area E Electoral Area F District of Sechelt District of Sechelt shíshálh Nation Government District	K. Backs L. Lee J. Gabias D. McMahon K. Stamford A. Toth D. Inkster P. Paul
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Community Services		S. Gagnon
	GM, Planning and Development		I. Hall (part)
	Interim Manager, Protective Services		B. Higgs (part)
	Manager, Solid Waste Services		M. Sole (part)
	Manager, Capital Projects		B. Shoji (part)
	Manager, Recreation Services		G. Donn (part)
	Manager, Facility Services		A. van Velzen (part)
	Manager, Parks Services		J. Huntington (part)
	Executive Coordinator		C. Armitage (part)
	Manager, Purchasing and Risk Management		V. Cropp (part)
	Administrative Assistant, Community Services		A. Adam
	Administrative Assistant / Recorder		T. Crosby
	Media		1
	Public		0

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

**CALL TO ORDER**                      9:30 a.m.

**AGENDA**                              The agenda was adopted as presented.



**REPORTS****Recommendation No. 1**     *E-Comm Emergency Communications Second Amendment to Co-Location Agreements for 9-1-1 Fire Service*

The Committee of the Whole recommended that the report titled E-Comm Emergency Communications Second Amendment to Co-Location Agreements for 9-1-1 Fire Service be received for information;

AND THAT the delegated authorities be authorized to execute the E-Comm Emergency Communications Second Amendment Co-Location Agreements for 9-1-1 Fire Service at 650 West Georgia Street (VDT) and 2725 Melfa Road, UBC (VUB) for an additional five years.

**Recommendation No. 2**     *Pender Harbour Transfer Station Food Waste Pilot Program Review*

The Committee of the Whole recommended that the report titled Pender Harbour Transfer Station Food Waste Pilot Program Review be received for information;

AND THAT the Board direct staff to initiate a procurement process and develop amendments to *Sanitary Landfill Site Bylaw No. 405, 1994* to continue the Pender Harbour Transfer Station Food Waste Drop-Off service based on the outcome of the pilot program.

**Recommendation No. 3**     *Landfill Engineering Services – Contract Amendment*

The Committee of the Whole recommended that the report titled Landfill Engineering Services – Contract Amendment be received for information;

AND THAT the contract (2135003) with XCG Consulting Limited be increased by \$101,200 to \$487,000 (plus GST);

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

**Recommendation No. 4**     *Proposed Recreation Fee Increases*

The Committee of the Whole recommended that the report titled Proposed Recreation Fee Increases - *Community Recreation Facilities Fees and Charges Bylaw No. 766* and *Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw No. 767* be received for information;

AND THAT *Bylaws No. 599 and 630* be repealed and replaced with *Bylaws No. 766 and 767*;

AND THAT to align with current practice, *Bylaw No. 766* include a Senior Prime and Non-Prime Time ice rental rate at the same subsidy level as the Youth Prime and Non-Prime Time ice rental rates;

AND FURTHER THAT *Bylaws No. 766 and 767* be brought forward for Board consideration of adoption to come into effect August 1, 2024.

**Recommendation No. 5**      *Gibsons Area Community Center (GACC) Enhancements – Seating Project*

The Committee of the Whole recommended that the report titled Gibsons Area Community Center (GACC) Enhancements – Seating Project be received for information;

AND THAT the delegated authorities be authorized to enter into a Construction Agreement with the Sunshine Coast Junior Hockey Society (the “Society”) for the GACC enhancement project for new bucket and drink rail seating, at a maximum project value of \$90,000, subject to all costs for the enhancements being the sole responsibility of the Society, and contingent upon the Society providing evidence of having the financial and resource capacity to complete the projects through a letter of credit;

AND THAT the delegated authorities be authorized to enter into an agreement with the issuer of the letter of credit and the Society, outlining the terms and conditions, and when the letter of credit would be discharged;

AND FURTHER THAT the delegated authorities be authorized to enter into agreement(s) with individual donors for up to a total maximum value of the project (\$90,000) for the purposes of issuing tax receipts upon acceptance of the completed project and assets.

**Recommendation No. 6**      *Gibsons Area Community Center (GACC) Enhancements – Seating Project*

The Committee of the Whole recommended that Recommendation No. 5 of the April 25, 2024 Committee of the Whole Meeting regarding Gibsons Area Community Center (GACC) Enhancements – Seating Project be forwarded to the April 25, 2024 Regular Board.

**Recommendation No. 7**      *2337004 Water Supply Plan Feasibility – Contract Value Amendment*

The Committee of the Whole recommended that the report titled 2337004 Water Supply Plan Feasibility Study Long-Term Ground Water Supply Sources (Groundwater Investigation Phase 5) – Contract Value Amendment be received for information;

AND THAT the contract awarded to Kalwij Water Dynamics Inc. be amended to include additional services for Cliff Gilker Park and Sunshine Coast Arena for a value not to exceed \$797,355 (excluding GST);

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

**Recommendation No. 8**      *2024 Union of British Columbia Municipalities (UBCM) Resolutions*

The Committee of the Whole recommended that the report titled 2024 Union of British Columbia Municipalities (UBCM) Resolutions be received for information.

**Recommendation No. 9**      *Contracts between \$50,000 and \$100,000 from January 1 to March 31, 2024,*

The Committee of the Whole recommended that the report titled Contracts between \$50,000 and \$100,000 from January 1 to March 31, 2024, be received for information.

**Recommendation No. 10**     *Director Constituency and Travel Expenses for Period Ending March 31, 2024*

The Committee of the Whole recommended that the report titled Director Constituency and Travel Expenses for Period Ending March 31, 2024 be received for information.

**Recommendation No. 11**     *Solid Waste Management Plan Public and Technical Advisory Committee minutes of March 2, 2024*

The Committee of the Whole recommended that the Sunshine Coast Regional District Solid Waste Management Plan Public and Technical Advisory Committee minutes of March 2, 2024, be received for information.

**IN CAMERA**

*The Committee moved In-Camera at 10:15 a.m.*

*The Committee recessed at 10:18 a.m. and reconvened at 10:23 a.m.*

That the public be excluded from attendance at the meeting in accordance with Section 90 (e), (i), (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements”, “the receipt of advice that is subject to solicitor-client privilege”, and “negotiations and related discussions respecting the proposed provision of a municipal service”; ...”.

*The Committee moved out of In Camera at 11:13 a.m.*

**ADJOURNMENT**                      11:13 a.m.

---

Committee Chair

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** SCRD Board – May 9, 2024

**AUTHOR:** Rob Michael, Fire Chief, Gibsons and District Fire Department  
Patrick Higgins, Fire Chief, Roberts Creek Fire Department

**SUBJECT:** AWARD REPORT - REQUEST FOR QUOTATION No. 2421001 COMMAND VEHICLES FOR GIBSONS AND DISTRICT AND ROBERTS CREEK FIRE DEPARTMENTS

---

### RECOMMENDATION(S)

- (1) **THAT the report titled Award Report – RFQ No. 2421001 Command Vehicles for Gibsons and District and Roberts Creek Fire Departments be received for information;**
  - (2) **AND THAT the contract for the Command Vehicles for Gibsons and District and Roberts Creek Fire Departments be awarded to Intercontinental Truck Body (BC) Ltd for the amount up to a total value of \$280,768 (before GST);**
  - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
- 

### BACKGROUND

The purpose of Request for Quotation 2421001 is to purchase Command Vehicles for Gibsons and District and Roberts Creek Fire Departments. The Gibsons & District and Roberts Creek Volunteer Fire Departments are in need of two pickup truck style vehicles suitable for fire department emergency response. These vehicles will be used for personnel transport to/from fire inspection and other routine fire department activities, including emergency response.

The reason for this report is that the Board Delegation Bylaw requires Board approval for expenditures over \$100,000.

### DISCUSSION

#### *Request for Quotation (RFQ) Process and Results*

Request for Quotation 2421001 was published on March 11, 2024, and closed on April 9, 2024.

Two compliant proposals were received for RFQ 2421001. Led by Purchasing, the evaluation team consisted of three team members. The evaluation committee reviewed and scored the proposal against the criteria set out in the RFQ. Based on the best overall score and value offered, staff recommend that a contract be awarded to Intercontinental Truck Body (BC) Inc.

#### *Financial Implications*

This project was considered as part of the 2024 budget process and fire department 20-year capital plans. The total cost for each of the command vehicles is within the approved funding envelope.

*Timeline for next steps or estimated completion date*

Following Board decision, the contract award will be made. It is anticipated that the project will be completed by the end of 2024.

**STRATEGIC PLAN AND RELATED POLICIES**

This staff report is aligned with the Board’s Strategic Plan lenses of Service Delivery Excellence & Climate and Environment.

**CONCLUSION**

Two compliant proposals were received for RFQ 2421001. Based on the best overall score and value offered, staff recommended that a contract for Command Vehicles for Gibsons and District and Roberts Creek Fire Departments be awarded to Intercontinental Truck Body (BC) Inc for \$280,768 (before GST), which includes a contingency of \$3,000.

Reviewed by:			
Manager		Finance	X-T.Perreault
GM	X – I. Hall	Legislative	
CAO		Purchasing	X – V. Cropp

**SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT**

---

**TO:** SCRD Board – May 9, 2024

**AUTHOR:** Matt O'Rourke, Assistant Manager, Utility Engineering  
Bobby Rebner, Utility Business Coordinator

**SUBJECT:** **WATER SYSTEMS MODELLING ENGINEERING SERVICES CONTRACT  
AMENDMENT No. 7**

---

**RECOMMENDATION(S)**

- 1) **THAT the report titled Water Systems Modelling Engineering Services Contract Amendment No. 7 be received for information;**
  - 2) **AND THAT Contract 2237012 with GeoAdvice Engineering Inc. be increased up to an additional \$88,420 for a total not to exceed \$372,575 (excluding GST);**
  - 3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
- 

**BACKGROUND**

At the September 8, 2022, Sunshine Coast Regional District (SCRD) Board meeting, the Board authorized a contract with GeoAdvice Engineering Inc. (GeoAdvice) for water system modelling engineering services up to \$250,000 (excluding GST) which included a contingency of \$60,360.

Due to the scope and project duration of the Water Systems Modelling Engineering Services project increasing since the original contract was awarded to GeoAdvice, at the February 8, 2024, Board meeting, the Board authorized that the existing contract with GeoAdvice be amended to a maximum authorized amount of up to \$284,155. This amendment involved additional water model runs and associated data analysis required to finalize the technical report as well as preparation of final maps with fire flow deficiencies for public presentation to improve the accuracy and understandability of the results presented to the Board and the public.

The existing contract with GeoAdvice has undergone several contract amendments since October 2022 in response to the initial study findings and funding from prior approved project budget. As part of the 2024 budget, the Board approved work to be undertaken in support of the development of a Fire Flow Action Plan and confirm the feasibility for a physical connect between the North and South Pender Water systems. Our contract with Geoadvice allows for tasks that are required as part of these projects to be added to this contract without undertaking a separate procurement process.

The purpose of this report is to request an amendment to the existing contract with GeoAdvice to allow for the inclusion of some tasks associated with new projects that were approved as part of the 2024 budget process.

## **DISCUSSION**

SCRD's current contract with GeoAdvice for water system modelling engineering services is almost fully expended and SCRD staff have identified additional engineering work associated with two projects approved as part of the 2024 budget process.

GeoAdvice, in response to requests from SCRD staff, have provided pricing related to ongoing technical support for the following:

1. Additional fire flow and water systems modeling related to the Church Road well system; this piece of infrastructure was not yet built nor included in the modeling scenarios in the initial contract scope.
2. Engineering modeling services related to connecting a watermain between the North and South Pender Harbour water systems.
3. Water Modeling Training for SCRD staff following completion and delivery of the completed water modelling deliverables.

The result of these additions and value-added improvements to water modelling engineering services is that the existing up-to contract value of \$284,155 (including contingencies) is not sufficient to complete the anticipated additional work.

Staff determined that completing these additional tasks would improve the accuracy and understandability of the modelling results presented to the Board and the public.

### *Financial Implications*

The current value of the contract with GeoAdvice, including all contract amendments to date, totals \$284,155.

The value of the additional work being proposed by GeoAdvice is \$73,736 (plus GST). Staff recommend adding a 25% contingency to the GeoAdvice scope change proposals 1 and 2 which will result in a recommended increase to the approved contract of \$88,420, which includes a contingency allowance of \$14,684.

The approved combined project budget is from Operations Base Budget, Fire Flow Action Plan and North and South Pender Harbour System Connection and is sufficient to fund this recommended increase to the contract.

Staff therefore recommend that the contract with GeoAdvice Engineering Inc. be increased to an additional \$88,420 for a total not to exceed \$372,575 (excluding GST).

### *Timeline for next steps*

Pending Board approval of the recommended contract amendment it is anticipated that the additional analyses and deliverables will take approximately 12 weeks to complete.

Further contract amendments are anticipated in support of the Fire Flow Action Plan development.

**STRATEGIC PLAN AND RELATED POLICIES**

This staff report is aligned with the Board's Service Delivery Focus Area of Water Stewardship: Continually improve the operations of all the Regional District's aging water systems.

**CONCLUSION**

The Water Systems Modelling Engineering Services have increased since both the original contract was awarded to GeoAdvice for water modelling engineering services and the subsequent contract amendment in February 2024. Due to additional modelling requirements related to projects approved as part of the 2024 budget process, staff recommend that the existing contract for this project be amended to a maximum authorized amount of up to \$372,575, an increase of \$88,420 from the current approved contract value of \$284,155.

The additional contract value amount is recommended to be funded from existing approved budgeted project funding within the North Pender, South Pender, and Regional Water Service Areas.

Reviewed by:			
Manager	X - S. Walkey	CFO/Finance	X - T. Perreault
GM	X - R. Rosenboom	Legislative	
CAO	X - D. McKinley	Purchasing	X - V. Cropp



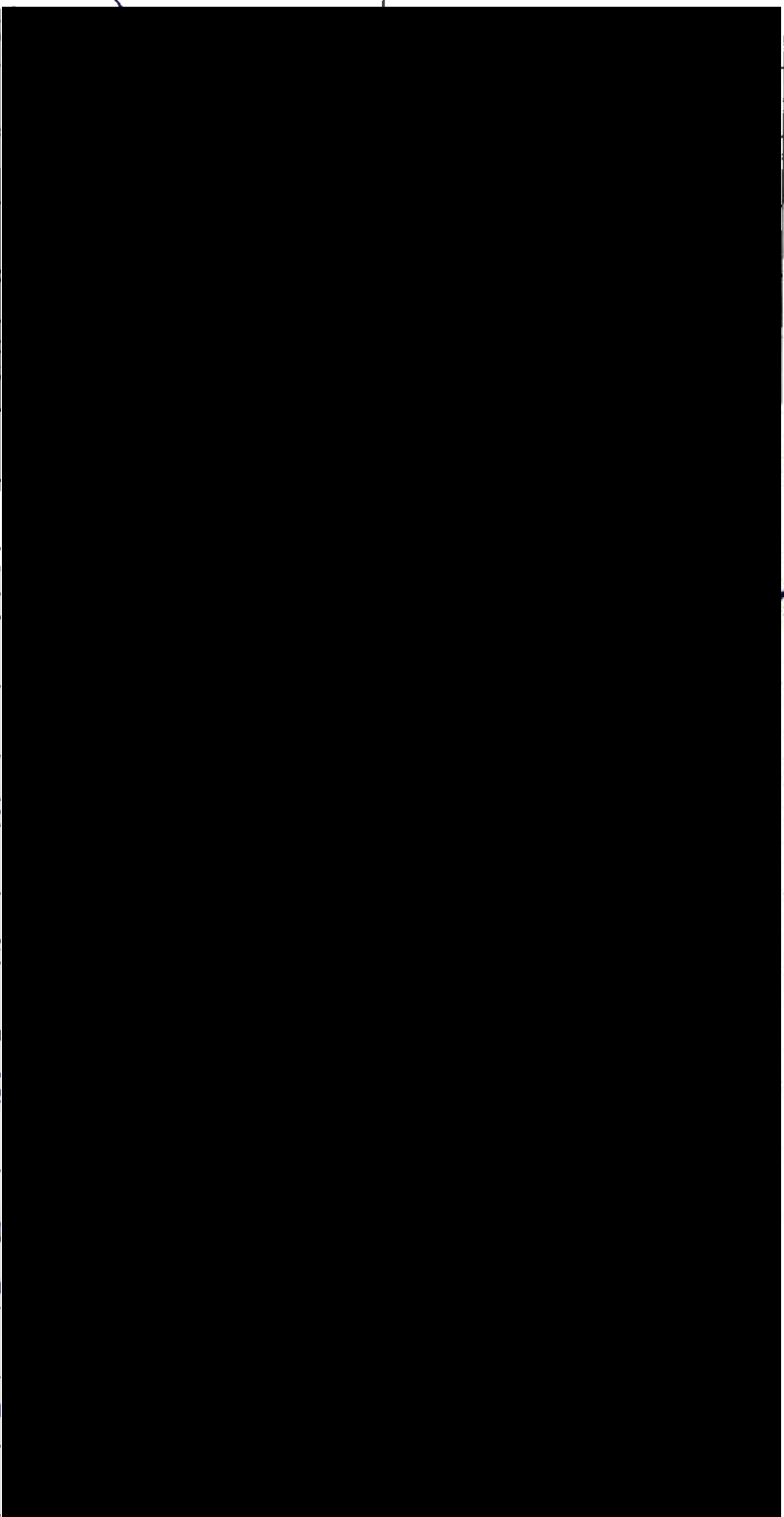
RECEIVED  
 APR - 9 2024  
 S.C.R.D



The Vine Creek Bridge is situated on the Suncoaster Trail, 250 metres north of the Malaspina Substation Road. It was condemned and closed in November of 2022. Trail users were advised to detour 1.1 kilometres along Highway 101, a route that is neither safe nor particularly enjoyable. Since then, nothing of substance has been done. We have been told that permits have not been sought and that design and budgeting is not in place. Once again, Area A has been neglected and a trail that was intended to run along the coast has been severed. Where are the SCRD priorities? Certainly not in growing much of an eco-tourism economy, let alone the recreational infrastructure that so many local citizens enjoy. We, the undersigned urge the SCRD to act now to restore this vital link in the Suncoaster Trail system.

### PETITION TO RESTORE VINE CREEK BRIDGE

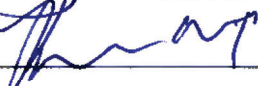
FULL NAME	SIGNATURE	CONTACT
Richard ...		
Alex		
Jim Zalesky		
Debrah Perkins		
Laura Hendry		
Dana Gow		
Gwen Christensen		
Tamara Grotzki		
OWEN TORO DE		

FULL NAME	SIGNATURE	CONTACT
Virginia Nicholson		
Michelle Towent		
Jeff Mack		
Amanda Webber		
Sam Ennis		
Cate Filippelli		
Kirsten Andrews		
Amy Lock		
Cory Papp		
Arman Hewitt		
Webb		
Fred Lowder		
L. McDougall		
Pam Reeson		
Cheryl Munk		
Bill Gilkes		
ROBERT PICKLES		
Brook Halford		
LORY REYNOLDS		
Boo Sadley		
Peter Robson		
Don Saugstad		

12

## Restore Vine Crt. Bridge.

FULL NAME	SIGNATURE	CONTACT
Robyn Kelly		
Reif Scott		
Charlie Pataky		
Dayton Cox		
Jesse McLuskey		
Brent Wooley		
Steve Winton		
Pia Sillem		
Sharyne Niemela		
Shannon Reid		
Ada Sherman		
GLEN HOPPING		
Justin Kaurala		
Chelsey Rea		
Leann Farquhar		
Lynn Churton		
D. McFadden		
Kyle Stree		
APRIL EDWARDS		
Vegan Stuart-Stables		
Mike Rosen		
Frank Rosen		

FULL NAME	SIGNATURE	CONTACT
PATTI GAUDET		
Lesley DURRAN		
BARRY ASHLEY		
D. J. LeBlanc		
Ron LeBlanc		
Shelley Wharton.		
Steve Talewe.		
MARK BREZER		
Al NUGHERS		
BRYAN WILSON		
Karen McMahon		
		
Brock Mercer		
George Cennell		
Kate Urban		
David Harvey		
Adele MacNeill		
Bill MacNeill		
Graeme Fitch		
Alvin Ansh		
NANCY MARSH		
Suzanne Stonefeather		



The Vine Creek Bridge is situated on the Suncoaster Trail, 250 metres north of the Malaspina Substation Road. It was condemned and closed in November of 2022. Trail users were advised to detour 1.1 kilometres along Highway 101, a route that is neither safe nor particularly enjoyable. Since then, nothing of substance has been done. We have been told that permits have not been sought and that design and budgeting is not in place. Once again, Area A has been neglected and a trail that was intended to run along the coast has been severed. Where are the SCRD priorities? Certainly not in growing much of an eco-tourism economy, let alone the recreational infrastructure that so many local citizens enjoy. We, the undersigned urge the SCRD to act now to restore this vital link in the Suncoaster Trail system.

## PETITION TO RESTORE VINE CREEK BRIDGE

FULL NAME	SIGNATURE	CONTACT
GLENN TIETJEN		
BOB THURWOLD		
SCOTT SMITH		
RON OSTLER		
BILL HUNSCHÉ		
JOHN KING		
FRANK KING		
M. ALSOP		
Christine Whorton		
LEE AINSKIE		



MATTHEW HARDISTY

Shona McIVOR

h. Dobson

M Bandy

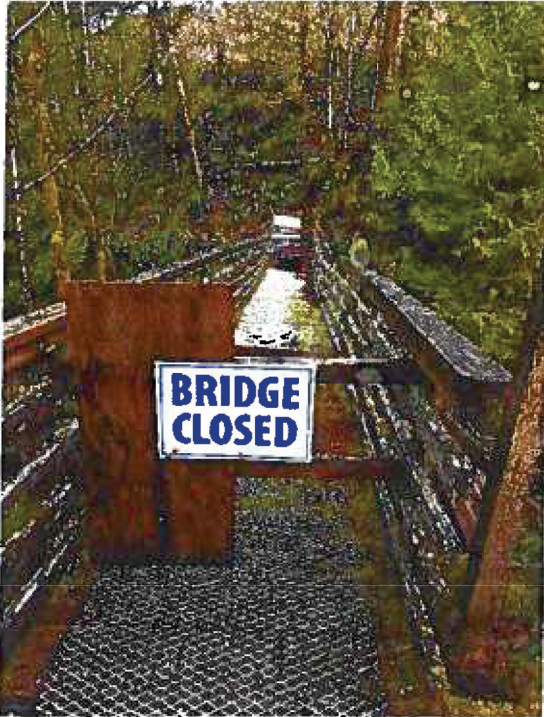
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JHEMBARD









The Vine Creek Bridge is situated on the Suncoaster Trail, 250 metres north of the Malaspina Substation Road. It was condemned and closed in November of 2022. Trail users were advised to detour 1.1 kilometres along Highway 101, a route that is neither safe nor particularly enjoyable. Since then, nothing of substance has been done. We have been told that permits have not been sought and that design and budgeting is not in place. Once again, Area A has been neglected and a trail that was intended to run along the coast has been severed. Where are the SCRD priorities? Certainly not in growing much of an eco-tourism economy, let alone the recreational infrastructure that so many local citizens enjoy. We, the undersigned urge the SCRD to act now to restore this vital link in the Suncoaster Trail system.

## PETITION TO RESTORE VINE CREEK BRIDGE + SURVIEU

FULL NAME	SIGNATURE	CONTACT
Desiree De La Canal	[REDACTED]	10
Laura Johnstone	[REDACTED]	7
Chemi Alsop	[REDACTED]	7
Bill Birchmore	[REDACTED]	1
Garnet Tomkier	[REDACTED]	9
Rebecca Tripp	[REDACTED]	1
Jessica Massallo	[REDACTED]	8)
[REDACTED]	[REDACTED]	10
Riley Dixon	[REDACTED]	52
Mark Thomas	[REDACTED]	1
Mo Logan	[REDACTED]	8
Wendy S. Sealy	[REDACTED]	8
Michael Veloc	[REDACTED]	33

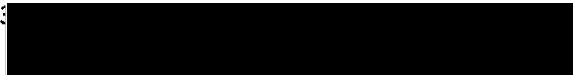
FULL NAME	SIGNATURE	CONTACT
Heather Bagot		
Katherine McMillin		
Adam Kerlake		
Lynne Urquhart		
Troy Scoular		
Mario Louther		
Boz		
L.A. Walsht		
DIKESLE MORAE		
PATTI SOTS		
Carla McCormick		
Joanne Meagle		
DEVON COUINS		
Eliska Moussadji		
Marilyn MacLeod		
Brant Pysin		
Bryan Young		
Scott Parfitt		
Dave Milligan		
Elizabeth Haines		
Robin Miller		
Rob Sutcliffe		
Jen Perchall		
Dallis Daly		

**Scouts Canada  
Pacific Coast Council**



Please send replies to:  
Katharine Trueman

Coordinator, PCC Beavers 50<sup>th</sup> Birthday Party Beaverree



April 2, 2024

Chair Leonard Lee  
Sunshine Coast Regional District  
1975 Field Road  
Sechelt, BC V7Z 0A8

**RECEIVED**

APR 16 2024

**S.C.R.D.**

Dear Chair Lee,

Fifty years ago, in 1974, Scouts Canada rolled out the Beaver Scout program across Canada. This program was developed for younger youth, aged 5 to 7 years. The concept of Beaver Scouts was cooperative fun, with the motto "Sharing, sharing, sharing".

This year, the Beaver Scout program is celebrating its 50<sup>th</sup> birthday, and on June 1, 2024, there is a Canada-wide birthday party taking place, with most Scout Councils in Canada involved. Although each Council is planning their own local celebration, the plan is to have one huge "campfire", with all the participating Councils connected together electronically right across Canada for this event. We will be joining into the campfire portion of the celebration at 11:00 a.m.

We would like to invite you to be a part of this celebration. Here are the details:

Date and Times: Saturday, June 1, 2024, from about 9:30 a.m. to 4:00 p.m.

Location: Woodward's Landing, 11551 Dyke Road, Richmond (just west of the south end of No.5 Road)

We would like to invite you, or a representative of the Sunshine Coast Regional District, to be a part of this celebration. Our opening ceremonies start at about 10:30 a.m. There will be about 350 Beavers Scouts gathered at Woodward's Landing, plus their many Scouters and other members of Scouting who are assisting with this big event. A few of the youth and Scouters attending this special event reside in the Sunshine Coast Regional District. You are welcome to remain at our event for as long as you wish.

Please contact me by email at [redacted] to let me know if you can attend. We are looking forward to seeing you at this special event.

Thank you.

Yours in Scouting,

Katharine Trueman  
Coordinator, PCC Beavers 50<sup>th</sup> Birthday Party Beaverree

Home: [redacted]  
E-mail: [redacted]



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

---

**TO:** Regular Board Meeting – May 9, 2024

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** PROPOSED BOARD PROCEDURES BYLAW AMENDMENT

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### RECOMMENDATION(S)

- (1) THAT the report titled Proposed Board Procedure Bylaw Amendment be received for information;
- (2) AND THAT *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.4, 2024* receive first, second and third readings.
- 

### BACKGROUND

Regional districts must, by bylaw, establish the general procedures to be followed by the Board in conducting its business. On July 12, 2018, the SCRD Board adopted *Sunshine Coast Regional District Board Procedures Bylaw No. 717, 2018*.

### DISCUSSION

The purpose of this report is to present a housekeeping amendment to the Board Procedures Bylaw to update section 4 (2) of the bylaw which establishes the time that regular Board meetings commence. The proposed amendment is attached for Board consideration.

#### *Communications Strategy*

Notice of the proposed bylaw amendment has been published for two consecutive weeks in the Coast Reporter and has been posted on the bulletin board (public posting place) at the SCRD Field Road office.

### STRATEGIC PLAN AND RELATED POLICIES

N/A

### CONCLUSION

*Sunshine Coast Regional District Board Procedures Bylaw No. 717.4, 2024* has been drafted to amend the provision for notice of Board meeting times. The proposed amendment bylaw as attached is recommended for first, second and third readings.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	

**SUNSHINE COAST REGIONAL DISTRICT**

**Bylaw No. 717.4**

A bylaw to amend *Sunshine Coast Regional District Board Procedures Bylaw No. 717, 2018*

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The Board of the Sunshine Coast Regional District in open meeting assembled, enacts as follows:

1. This bylaw may be cited as *Sunshine Coast Regional District Board Procedures Amendment Bylaw No. 717.4, 2024.*
2. *Sunshine Coast Regional District Board Procedures Bylaw No. 717, 2018 is hereby amended as follows:*
  - a) Delete section 4 (2) in its entirety and replace with the revised section 4 (2) as follows:
    4. (2) Regular meetings of the Board will be held on the second and fourth Thursday of each month commencing *at the time set out in the the annual schedule of regular meetings established pursuant to section 5 of this bylaw*, except as the Board may otherwise decide by resolution from time to time.

READ A FIRST TIME	this	9 <sup>th</sup> day of	May, 2024
READ A SECOND TIME	this	9 <sup>th</sup> day of	May, 2024
READ A THIRD TIME	this	9 <sup>th</sup> day of	May, 2024
ADOPTED	this	day of	

---

CORPORATE OFFICER

---

CHAIR

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 422.46**

A bylaw to amend Sunshine Coast Regional District  
Revised Water Rates and Regulations Bylaw No. 422, 1995

---

The Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This Bylaw may be cited as *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.46, 2024*.
2. *Sunshine Coast Regional District Revised Water Rates and Regulations Bylaw No. 422, 1995* is hereby amended as follows:
  - a) Insert a new definition in section 1 as follows:
 

**“MMCD Design Guidelines”** means the edition of the Master Municipal Construction Document Design Guidelines published by the Master Municipal Construction Documents Association that is in place at the time of the design of the works and services.
  - b) Delete the definition of “Engineer” in section 1 in its entirety.
  - c) Insert a new definition in section 1 for “General Manager” as follows:
 

**“General Manager”** means the person holding the position of General Manager, Infrastructure Services for the Regional District, or their designate.
  - d) Replace all references to “Engineer” with “General Manager”.
  - e) Delete section 4.1 in its entirety and replace with the revised section 4.1 as follows:
 

4.1 Extension of mains, including provision for Fire Protection, will only be made by the Regional District Water Authority or under the direct supervision of that Authority. Main extensions shall be of Class 50 Ductile Iron Pipe with a minimum of 200mm (8") diameter, except in cul-de-sacs less than 150 meters (500 feet) in length. Main extensions shall be capable of supplying fire flows as provided in the current editions of the MMCD Design Guidelines and of “Water Supply for Public Fire Protection – A Guide to Recommended Practice” published by the Fire Underwriters Survey". Where a difference arises between MMCD minimum requirements and the current edition of the “Water Supply for Public Fire Protection – A Guide to Recommended Practice” published by Fire Underwriters Survey, the more stringent requirements shall take precedence. Hydrants shall be TC#20 spaced a minimum of 150 meters (500 feet) apart.

READ A FIRST TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A SECOND TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A THIRD TIME	this	9 <sup>th</sup>	day of	May, 2024
ADOPTED	this	9 <sup>th</sup>	day of	May, 2024

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR

**SUNSHINE COAST REGIONAL DISTRICT  
BYLAW NO. 766**

A Bylaw to impose fees and other charges for use of Gibsons and District Aquatic Facility, Gibsons and Area Community Centre, Sechelt Aquatic Centre and the Sunshine Coast Arena.

---

WHEREAS the Sunshine Coast Regional District has established a service for the purpose of providing for the construction, capital improvements, operation and maintenance of a new Aquatic Centre in the District of Sechelt, a new ice-based Community Centre in the Town of Gibsons, the Sechelt (Sunshine Coast) Arena and the Gibsons Aquatic Centre in the Service Area as established by *Community Recreation Facilities Service Establishing Bylaw No. 1058, 2005*;

AND WHEREAS under the *Local Government Act* and in accordance with Bylaw No. 1058, the Board may recover the annual cost of providing the service, excluding those costs for debt servicing of SCRD debt by the imposition of fees and charges imposed under section 397 of the *Local Government Act*;

NOW THEREFORE the Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as *Community Recreation Facilities Fees and Charges Bylaw No.766, 2024*
2. In this bylaw the following definitions apply:

<b>“Adult”</b>	means an individual who is equal to or over the age 18 years and under the age of 60 years.
<b>“Birthday Party Package”</b>	means a pre-registered rental that includes a 90-minute room rental (includes set up and clean up time), tokens, as well as single admissions for up to 15 <b>Children</b> and two (2) supervising <b>Adults</b> to a public skate or public swim.
<b>“Care Attendant”</b>	means an individual who provides support of a physical, psychological, emotional, intellectual or sensory nature which is necessary to ensure that a person with a disability is able to fully participate.
<b>“Child”</b>	means an individual who is equal to or over the age of six (6) years and under the age of 13 years.
<b>“Commercial”</b>	means any individual, group or organization, incorporated or unincorporated, that is not registered as a not-for-profit organization or charity that is utilizing a <b>Recreation Facility</b> for the purpose of financial gain or profit.



“Corporate Group Rate”	means a rate available to businesses or organizations, either <b>Non-Profit</b> or <b>Commercial</b> , that receives a discount of 10% for the purchase of annual <b>MYPASS Pass</b> for 10 or more employees.
“Family”	means a group of more than one (1) and no more than six (6) individuals, comprised of no more than two (2) <b>Adults</b> , and up to four (4) <b>Child</b> or <b>Youth</b> combination who attend the <b>Recreation Facility</b> together.
“Infant”	means an individual who is two (2) years old or younger.
“Junior Hockey”	means the Sunshine Coast Junior Hockey team.
“MYPASS Pass”	means a 10-visit pass, monthly or annual pass, that is valid for the assigned passholder at any <b>Recreation Facility</b> including the Pender Harbour Aquatic and Fitness Centre that may be used for: <ul style="list-style-type: none"><li>• drop-in activities (does not include SCRD pre-registered programs)</li><li>• locker tokens</li><li>• skate rental, and</li><li>• advance reservation bookings for racquet court time.</li></ul>
“Non-Prime Time”	means the time between the hours of 6:00 AM and 3:00 PM on school days and, between the hours of 6:00 AM and 8:00 AM on <b>Non-School Days</b> .
“Non-Profit”	means any legally constituted organization whose objective is to support or engage in activities of public or private interest without any commercial or monetary profit.
“Non-School Days”	means non-instructional days such as weekends, school district professional development days, school breaks, summer holidays and Statutory holidays. Does not include early dismissal days.
“Normal Maintenance Staff”	means regularly scheduled staff that are required to maintain the facility during regular facility operating hours.
“Prime Time”	means the time between the hours of 3:00 PM to 12:00 AM (midnight), on school days and, between 8:00 AM and 12:00 AM (midnight) on <b>Non-School Days</b> .
“Recreation Facility”	means any of the four major recreation facilities on the Sunshine Coast located at the following locations: <ul style="list-style-type: none"><li>• Gibsons and District Aquatic Facility – 953 Gibsons Way, Gibsons, BC</li><li>• Gibsons and Area Community Centre – 700 Park Avenue, Gibsons, BC</li><li>• Sechelt Aquatic Centre – 5480 Shornecliffe Avenue, Sechelt, BC</li><li>• Sunshine Coast Arena – 5982 Shoal Way, Sechelt, BC.</li></ul>

“Senior”	means an individual who is equal to or over the age of 60 years.
“Special Event”	means a one time, annual or infrequently occurring event within a <b>Recreation Facility</b> , such as trade shows, concerts, tournaments, corporate events, parties, festivals, or other similar events that is reserved for exclusive use and which meets the following criteria: <ul style="list-style-type: none"> <li>a. Has a specific theme, and</li> <li>b. Has a pre-determined opening and closing day/time.</li> </ul>
“Third Party Practitioner”	means an individual who instructs, trains or coaches within any <b>Recreation Facility</b> , excluding SCR D contracted instructors, or user groups who rent a <b>Recreation Facility</b> .
“Tot”	means an individual who is over the age of two (2) years and under the age of six (6) years.
“Youth”	means an individual who is equal to or over the age of 13 years and under the age of 18 years.

## GENERAL CONDITIONS

3. **MYPASS Passes** must be scanned upon each entry at each facility.
4. **Third Party Practitioners** must be registered with the SCR D Recreation Division. Each admission includes up to two (2) clients per visit. **Third Party Practitioner** 10 Visit Passes must be scanned upon each visit/session with a client(s) and upon entry at each facility.
5. **Care Attendants** must remain with the person with a disability at all times while at the facility.
6. All rental rates include the standard facility, with **Normal Maintenance Staff**. Where rentals require additional resources, the cost of those additional resources will be borne by the user. Additional costs will be charged according to the actual cost incurred by the Regional District.
7. Users who do not vacate the facility in accordance with their rental permit will be subject to a prorated fee, for the period of time the facility was occupied beyond the time specified in the permit, in addition to any other rental fee associated with the rented facility at 1.5 times the regular rate.
8. **Special Event** bookings will be charged for the hours of the booking that align with facility operating hours or the agreed upon hours of the event.

## SCHEDULES

9. The following schedules attached hereto and forming part of this bylaw, are hereby adopted as the Fees and Charges for the **Recreation Facilities**:
  - a. Schedule A – Admissions and Passes
  - b. Schedule B – Facility Rentals
  - c. Schedule C – Administrative Fees
  - d. Schedule D – Advertising Fees
10. The fees and charges set out in schedules A, B, C and D are inclusive of applicable taxes.

11. Late payment(s) will be subject to an interest penalty charge of 1.5% per month (19.56% annually) compounded monthly.

**OTHER CONSIDERATIONS**

12. Specific discounts and promotional pricing may be determined and approved by the General Manager, Community Services in an effort to promote participation in SCRD programs and services and encourage healthy lifestyles, in which case the fees set out herein shall be discounted accordingly for such purposes.

13. This bylaw and schedules attached hereto come into force and effect on August 1, 2024.

**REPEAL**

14. *Community Recreation Facilities Fees and Charges Bylaw No. 599, 2007* and amendments thereto, are hereby repealed.

READ A FIRST TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A SECOND TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A THIRD TIME	this	9 <sup>th</sup>	day of	May, 2024
ADOPTED	this		day of	

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR

**Schedule A – Admissions and Passes**  
**INCLUSIVE OF ALL TAXES/RESERVE FUND CONTRIBUTION UNLESS OTHERWISE NOTED**

MYPASS (valid for all Recreation Facilities and Pender Harbour Aquatic and Fitness Centre)				
MYPASS 10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 63.00	\$ 63.00	\$ 66.15	\$ 66.15
Senior	\$ 54.00	\$ 54.00	\$ 56.70	\$ 56.70
Youth	\$ 47.25	\$ 47.25	\$ 49.60	\$ 49.60
Child	\$ 38.25	\$ 38.25	\$ 40.15	\$ 40.15
Family	\$ 126.00	\$ 126.00	\$ 132.30	\$ 132.30
Adult & Tot	\$ 81.00	\$ 81.00	\$ 85.05	\$ 85.05
MYPASS Monthly Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 51.25	\$ 51.25	\$ 53.80	\$ 53.80
Senior	\$ 43.75	\$ 43.75	\$ 45.95	\$ 45.95
MYPASS Annual Pass (12 month)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 615.00	\$ 615.00	\$ 645.75	\$ 645.75
Senior	\$ 525.00	\$ 525.00	\$ 551.25	\$ 551.25
Youth	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Child	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95

Third Party Practioner	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
First visit of the day	\$ 12.00	\$ 12.00	\$ 12.60	\$ 12.60
Additional visits on the same day	\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
10 Visit Pass	\$ 80.00	\$ 80.00	\$ 84.00	\$ 84.00

**\*NOTE: Third Party Practitioner have access to the weight rooms and pools.**

Gibsons and Area Community Centre				
Single Admission (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 7.00	\$ 7.00	\$ 7.35	\$ 7.35
Senior	\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
Youth	\$ 5.25	\$ 5.25	\$ 5.50	\$ 5.50
Child	\$ 4.25	\$ 4.25	\$ 4.45	\$ 4.45
Infant	Free	Free	Free	Free
Care Attendant	Free	Free	Free	Free
Adult & Tot	\$ 9.00	\$ 9.00	\$ 9.45	\$ 9.45
Family	\$ 14.00	\$ 14.00	\$ 14.70	\$ 14.70
MYPASS 10 Visit Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 63.00	\$ 63.00	\$ 66.15	\$ 66.15
Senior	\$ 54.00	\$ 54.00	\$ 56.70	\$ 56.70
Youth	\$ 47.25	\$ 47.25	\$ 49.60	\$ 49.60
Child	\$ 38.25	\$ 38.25	\$ 40.15	\$ 40.15
Family	\$ 126.00	\$ 126.00	\$ 132.30	\$ 132.30
Adult & Tot	\$ 81.00	\$ 81.00	\$ 85.05	\$ 85.05
MYPASS Monthly Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 51.25	\$ 51.25	\$ 53.80	\$ 53.80
Senior	\$ 43.75	\$ 43.75	\$ 45.95	\$ 45.95
MYPASS Annual (12 month) Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 615.00	\$ 615.00	\$ 645.75	\$ 645.75
Senior	\$ 525.00	\$ 525.00	\$ 551.25	\$ 551.25
Youth	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Child	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Drop In Skating or Dry Floor Only - Single Admissions	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Senior	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Youth	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Child	\$ 3.75	\$ 3.75	\$ 3.95	\$ 3.95
Infant	Free	Free	Free	Free
Family - no skate rentals	\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Family - with skate rentals	\$ 16.00	\$ 16.00	\$ 16.80	\$ 16.80
Adult & Tot	\$ 6.50	\$ 6.50	\$ 6.85	\$ 6.85
Drop In Skating or Dry Floor Only - 10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 45.00	\$ 45.00	\$ 47.25	\$ 47.25
Senior	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Youth	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Child	\$ 33.75	\$ 33.75	\$ 35.45	\$ 35.45
Family - no skate rentals	\$ 90.00	\$ 90.00	\$ 94.50	\$ 94.50
Family - with skate rentals	\$ 144.00	\$ 144.00	\$ 151.20	\$ 151.20
Drop In Hockey Only - Single Admissions	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 8.50	\$ 8.50	\$ 8.95	\$ 8.95
Senior	\$ 7.50	\$ 7.50	\$ 7.90	\$ 7.90
Youth	\$ 8.50	\$ 8.50	\$ 8.95	\$ 8.95
Drop In Hockey Only - 10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 76.50	\$ 76.50	\$ 80.35	\$ 80.35
Senior	\$ 67.50	\$ 67.50	\$ 70.90	\$ 70.90
Youth	\$ 76.50	\$ 76.50	\$ 80.35	\$ 80.35
Shower	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Locks	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50

Sunshine Coast Arena				
Single Admissions	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Senior	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Youth	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Child	\$ 3.75	\$ 3.75	\$ 3.95	\$ 3.95
Infant	Free	Free	Free	Free
Care Attendant	Free	Free	Free	Free
Family - no skate rentals	\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Family - with skate rentals	\$ 16.00	\$ 16.00	\$ 16.80	\$ 16.80
Adult & Tot	\$ 6.50	\$ 6.50	\$ 6.85	\$ 6.85
10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 45.00	\$ 45.00	\$ 47.25	\$ 47.25
Senior	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Youth	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Child	\$ 33.75	\$ 33.75	\$ 35.45	\$ 35.45
Family - no skate rentals	\$ 90.00	\$ 90.00	\$ 94.50	\$ 94.50
Family - with skate rentals	\$ 144.00	\$ 144.00	\$ 151.20	\$ 151.20
Drop In Hockey Only - Single Admissions	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 8.50	\$ 8.50	\$ 8.95	\$ 8.95
Senior	\$ 7.50	\$ 7.50	\$ 7.90	\$ 7.90
Youth	\$ 8.50	\$ 8.50	\$ 8.95	\$ 8.95
Drop In Hockey Only - 10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 76.50	\$ 76.50	\$ 80.35	\$ 80.35
Senior	\$ 67.50	\$ 67.50	\$ 70.90	\$ 70.90
Youth	\$ 76.50	\$ 76.50	\$ 80.35	\$ 80.35

Gibsons & District Aquatic Facility				
Single Admissions	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Senior	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Youth	\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Child	\$ 3.75	\$ 3.75	\$ 3.95	\$ 3.95
Infant	Free	Free	Free	Free
Care Attendant	Free	Free	Free	Free
Family	\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Adult & Tot	\$ 6.50	\$ 6.50	\$ 6.85	\$ 6.85
10 Visit Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 45.00	\$ 45.00	\$ 47.25	\$ 47.25
Senior	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Youth	\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Child	\$ 33.75	\$ 33.75	\$ 35.45	\$ 35.45
Infant	Free	Free	Free	Free
Family	\$ 90.00	\$ 90.00	\$ 94.50	\$ 94.50
Adult & Tot	\$ 58.50	\$ 58.50	\$ 61.45	\$ 61.45
Monthly Pass	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 37.50	\$ 37.50	\$ 39.40	\$ 39.40
Senior	\$ 33.25	\$ 33.25	\$ 34.90	\$ 34.90
Fitness Drop-In Admission	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 7.00	\$ 7.00	\$ 7.35	\$ 7.35
Senior	\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
Youth	\$ 5.25	\$ 5.25	\$ 5.50	\$ 5.50
Shower	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Locker Tokens	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50

Sechelt Aquatic Centre				
Single Admission (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 7.00	\$ 7.00	\$ 7.35	\$ 7.35
Senior	\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
Youth	\$ 5.25	\$ 5.25	\$ 5.50	\$ 5.50
Child	\$ 4.25	\$ 4.25	\$ 4.45	\$ 4.45
Infant	Free	Free	Free	Free
Care Attendant	Free	Free	Free	Free
Adult & Tot	\$ 9.00	\$ 9.00	\$ 9.45	\$ 9.45
Family	\$ 14.00	\$ 14.00	\$ 14.70	\$ 14.70
MYPASS 10 Visit Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 63.00	\$ 63.00	\$ 66.15	\$ 66.15
Senior	\$ 54.00	\$ 54.00	\$ 56.70	\$ 56.70
Youth	\$ 47.25	\$ 47.25	\$ 49.60	\$ 49.60
Child	\$ 38.25	\$ 38.25	\$ 40.15	\$ 40.15
Family	\$ 126.00	\$ 126.00	\$ 132.30	\$ 132.30
Adult & Tot	\$ 81.00	\$ 81.00	\$ 85.05	\$ 85.05
MYPASS Monthly Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 51.25	\$ 51.25	\$ 53.80	\$ 53.80
Senior	\$ 43.75	\$ 43.75	\$ 45.95	\$ 45.95
MYPASS Annual (12 month) Pass (includes Fitness Drop-In)	Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult	\$ 615.00	\$ 615.00	\$ 645.75	\$ 645.75
Senior	\$ 525.00	\$ 525.00	\$ 551.25	\$ 551.25
Youth	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Child	\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Shower	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
Locker Tokens	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50

**Schedule B – Facility Rentals**

INCLUSIVE OF ALL TAXES/RESERVE FUND CONTRIBUTION UNLESS OTHERWISE NOTED

<b>Gibsons and Area Community Centre - Hourly Room Rental Rates</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Multipurpose Room 219 ABC	Adult	\$ 50.00	\$ 52.50	\$ 55.15	\$ 57.90
	Commerical	\$ 75.00	\$ 78.75	\$ 82.70	\$ 86.85
Multipurpose Room 219 A	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 35.00	\$ 36.75	\$ 38.60	\$ 40.55
Multipurpose Room 219 B	Adult	\$ 15.00	\$ 15.75	\$ 16.55	\$ 17.40
	Commerical	\$ 25.00	\$ 26.25	\$ 27.55	\$ 28.95
Multipurpose Room 219 C	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 30.00	\$ 31.50	\$ 33.10	\$ 34.75
Kitchen - Room 223	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 30.00	\$ 31.50	\$ 33.10	\$ 34.75
Room 217	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 35.00	\$ 36.75	\$ 38.60	\$ 40.55
Room 209	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 35.00	\$ 36.75	\$ 38.60	\$ 40.55
Room 204	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 35.00	\$ 36.75	\$ 38.60	\$ 40.55
Room 230 (Small Meeting Rm)	Adult	\$ 10.00	\$ 10.50	\$ 11.05	\$ 11.60
	Commerical	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
Wellness Studio	Adult	\$ 15.00	\$ 15.75	\$ 16.55	\$ 17.40
	Commerical	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
<b>Sechelt Aquatic Centre - Hourly Room Rental Rates</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Community Room	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 25.00	\$ 26.25	\$ 27.55	\$ 28.95
Fitness Studio	Adult	\$ 30.00	\$ 31.50	\$ 33.10	\$ 34.75
	Commerical	\$ 55.00	\$ 57.75	\$ 60.65	\$ 63.70
<b>Sunshine Coast Arena - Hourly Room Rental Rates</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Community Room - Hourly	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Commerical	\$ 40.00	\$ 42.00	\$ 44.10	\$ 46.30
Community Room - Daily	Adult	\$ 90.00	\$ 94.50	\$ 99.25	\$ 104.20

<b>Arena - Hourly Rentals</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Arena					
Ice Season	Adult - Prime	\$ 205.00	\$ 215.25	\$ 226.00	\$ 237.30
	Adult - Non Prime	\$ 150.00	\$ 157.50	\$ 165.40	\$ 173.65
	Adult - Special Event	\$ 180.00	\$ 189.00	\$ 198.45	\$ 208.35
	Child - Prime	\$ 94.00	\$ 98.70	\$ 103.65	\$ 108.85
	Child - Non Prime	\$ 70.00	\$ 73.50	\$ 77.15	\$ 81.00
	Child - Special Event	\$ 80.00	\$ 84.00	\$ 88.20	\$ 92.60
	Youth - Prime	\$ 94.00	\$ 98.70	\$ 103.65	\$ 108.85
	Youth - Non Prime	\$ 70.00	\$ 73.50	\$ 77.15	\$ 81.00
	Youth - Special Event	\$ 80.00	\$ 84.00	\$ 88.20	\$ 92.60
	Jr Hockey - Prime	\$ 120.00	\$ 120.00	\$ 126.00	\$ 132.30
	Jr Hockey - Non Prime	\$ 90.00	\$ 90.00	\$ 94.50	\$ 99.25
	Senior - Prime	\$ 94.00	\$ 98.70	\$ 103.65	\$ 108.85
	Senior - Non-Prime	\$ 70.00	\$ 73.50	\$ 77.15	\$ 81.00
	Commercial - Prime	\$ 300.00	\$ 315.00	\$ 330.75	\$ 347.30
	Commercial - Non Prime	\$ 225.00	\$ 236.25	\$ 248.05	\$ 260.45
	Commercial - Special Event	\$ 250.00	\$ 262.50	\$ 275.65	\$ 289.45
	<b>Ice Cleans Included in Rental Rates</b>		Yes	Yes	Yes
Dry Floor	Adult	\$ 55.00	\$ 57.75	\$ 60.65	\$ 63.70
	Child	\$ 55.00	\$ 57.75	\$ 60.65	\$ 63.70
	Youth	\$ 55.00	\$ 57.75	\$ 60.65	\$ 63.70
	Commercial	\$ 125.00	\$ 131.25	\$ 137.80	\$ 144.70
Arena Parking Lot	Hourly	\$ 30.00	\$ 31.50	\$ 33.10	\$ 34.75

<b>Pool Rentals - Hourly Rentals</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
<b>Gibsons &amp; District Aquatic Facility</b>					
Pool Rental - per lane	Adult	\$ 20.00	\$ 21.00	\$ 22.05	\$ 23.15
	Youth	\$ 17.00	\$ 17.85	\$ 18.75	\$ 19.70
	Commerical	\$ 25.00	\$ 26.25	\$ 27.55	\$ 28.95
Pool Rental - entire pool	Adult	\$ 75.00	\$ 78.75	\$ 82.70	\$ 86.85
	Youth	\$ 75.00	\$ 78.75	\$ 82.70	\$ 86.85
	Commerical	\$ 90.00	\$ 94.50	\$ 99.25	\$ 104.20
<b>Sechelt Aquatic Centre</b>					
Competition and or Leisure Tank (lane)	Adult	\$ 19.00	\$ 19.95	\$ 20.95	\$ 22.00
	Youth	\$ 17.00	\$ 17.85	\$ 18.75	\$ 19.70
	Commerical	\$ 25.00	\$ 26.25	\$ 27.55	\$ 28.95
Competition and or Leisure Tank (hour)	Adult	\$ 145.00	\$ 152.25	\$ 159.85	\$ 167.85
	Youth	\$ 125.00	\$ 131.25	\$ 137.80	\$ 144.70
	Commerical	\$ 275.00	\$ 288.75	\$ 303.20	\$ 318.35

<b>Courts - Hourly Rental Rate (Per Court)</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Racquet/Squash	Adult	\$ 15.00	\$ 15.75	\$ 16.55	\$ 17.40

<b>Birthday Party Package</b>					
	Category	Current fee	01-Aug-24	01-Aug-25	01-Aug-26
Per Booked Party	Child/Youth	\$ 70.00	\$ 73.50	\$ 77.15	\$ 81.00

**Schedule C – Administrative Fees**

**INCLUSIVE OF ALL TAXES/RESERVE FUND CONTRIBUTION UNLESS OTHERWISE NOTED**

<b>Item</b>	<b>Current Fee</b>	<b>01-Aug-24</b>	<b>01-Aug-25</b>	<b>01-Aug-26</b>
Easel Rental	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Projector Rental	\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Screen Rental	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
TV and DVD Rental	\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Pool Table (30 minutes)	\$ 2.00	\$ 2.00	\$ 2.10	\$ 2.10
Table Tennis Paddle and 2 Balls Rental	\$ 1.00	\$ 1.00	\$ 1.05	\$ 1.05
Fooseball Rental	\$ 1.00	\$ 1.00	\$ 1.05	\$ 1.05
Squash Goggles Rental	Free	Free	Free	Free
Court Racquet and Ball Rental	\$ 2.00	\$ 2.00	\$ 2.10	\$ 2.10
Skate Rental - Adult/Senior/Youth	\$ 2.75	\$ 2.75	\$ 2.90	\$ 2.90
Skate Rental -Tot/ Child	\$ 1.50	\$ 1.50	\$ 1.60	\$ 1.60
Ice Cleats Rental	\$ 1.00	\$ 1.00	\$ 1.05	\$ 1.05
Pickleball Racquet Rental	\$ 1.00	\$ 1.00	\$ 1.05	\$ 1.05
Video Streaming Internet Connection (per event)	\$ 50.00	\$ 50.00	\$ 52.50	\$ 52.50
Photocopies - single sided, black and white				
8.5"x11' or 8.5"x14"	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25
11'x17"	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30
Photocopies - single sided, color				
8.5"x11' or 8.5"x14"	\$ 2.50	\$ 2.50	\$ 2.65	\$ 2.65
11'x17"	\$ 2.75	\$ 2.75	\$ 2.90	\$ 2.90
Skate Sharpening	\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
Replacement Pass Card	\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Interest Rates: Late payments will be subject to an interest penalty charge of 1.5% per month, compounded annually				

## Schedule D – Advertising Fees

INCLUSIVE OF ALL TAXES/RESERVE FUND CONTRIBUTION UNLESS OTHERWISE NOTED

			01-Aug-24					
Arena	Item	Dimensions	One Year Term	2 Year Term	3 Year Term			
GACC	Arena Board	96" x 32"	\$ 825.00	\$ 1,400.00	\$ 1,870.00			
SCA	Arena Board	96" x 32"	\$ 825.00	\$ 1,400.00	\$ 1,870.00			
Both GACC & SCA	Arena Board	96" x 32"	\$ 1,430.00	\$ 2,426.67	\$ 3,241.33			
GACC & SCA	Item					01-Aug-24	01-Aug-25	01-Aug-26
	Installation - New Advertisement (Includes lexan cover sheet)					\$ 275.00	\$ 288.75	\$ 303.20
	Installation - Replacement Lexan Cover Sheet (Re-use existing styrene panel)					\$ 225.00	\$ 236.25	\$ 248.05
	Installation - Replacement Styrene Panel (Re-use existing lexan cover sheet)					\$ 100.00	\$ 105.00	\$ 110.25
	Installation - Freeze In textile	up to 50 ft <sup>2</sup>				\$ 125.00	\$ 131.25	\$ 137.80
	Installation - Freeze In textile	over 50 ft <sup>2</sup> and up to 315 ft <sup>2</sup>				\$ 300.00	\$ 315.00	\$ 330.75

**SUNSHINE COAST REGIONAL DISTRICT**

**BYLAW NO. 767**

A bylaw to impose fees and other charges for  
the use of Pender Harbour Aquatic and Fitness Centre

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WHEREAS the *Local Government Act* provides that the Board may, by bylaw impose a fee or charge payable in respect of a service;

AND WHEREAS the Board wishes to establish certain fees and charges associated with the cost of providing services at the Pender Harbour Aquatic and Fitness Centre;

NOW THEREFORE the Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as *Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw No. 767, 2024*
2. In this bylaw the following definitions apply:

<b>“Adult”</b>	means an individual(s) who is equal to or over the age 18 years and under the age of 60 years.
<b>“Care Attendant”</b>	means an individual who provides support of a physical, psychological, emotional, intellectual or sensory nature which is necessary to ensure that a person with a disability is able to fully participate.
<b>“Infant”</b>	means an individual who is two (2) years old or younger.
<b>“MYPASS Pass”</b>	means a 10-visit pass, monthly or annual pass, that is valid for the assigned passholder at any <b>Recreation Facility</b> including the Pender Harbour Aquatic and Fitness Centre that may be used for: <ul style="list-style-type: none"> <li>• drop-in activities (does not include SCR D pre-registered programs)</li> <li>• locker tokens</li> <li>• skate rental, and</li> <li>• advance reservation bookings for racquet court time.</li> </ul>
<b>“Normal Maintenance Staff”</b>	means regularly scheduled staff that are required to maintain the facility during regular facility operating hours.



- “Recreation Facility”** means any of the four major recreation facilities on the Sunshine Coast located at the following locations:
- Gibsons and District Aquatic Facility – 953 Gibsons Way, Gibsons, BC
  - Gibsons and Area Community Centre – 700 Park Avenue, Gibsons, BC
  - Sechelt Aquatic Centre – 5480 Shornecliffe Avenue, Sechelt, BC
  - Sunshine Coast Arena – 5982 Shoal Way, Sechelt, BC
- “Senior”** means an individual who is equal to or over the age of 60 years.
- “Third Party Practitioner”** means an individual who instructs, trains or coaches within any **Recreation Facility**, excluding SCRD contracted instructors, or user groups who rent a **Recreation Facility**.
- “Tot”** means an individual who is over the age of two (2) years and under the age of six (6) years.
- “Youth”** means an individual/participant(s) who is equal to or over the age of 13 years and under the age of 18 years.

### **GENERAL CONDITIONS**

3. **MYPASS Passes** must be scanned upon each entry at each facility.
4. **Third Party Practitioners** must be registered with the SCRD Recreation Division. Each admission includes up to two (2) clients per visit. **Third Party Practitioner** 10 Visit Passes must be scanned upon each visit/session with a client(s) and upon entry at each facility.
5. **Care Attendants** must remain with the person with a disability at all times while at the facility.
6. All rental rates include the standard facility, with **Normal Maintenance Staff**. Where rentals require additional resources, the cost of those additional resources will be borne by the user. Additional costs will be charged according to the actual cost incurred by the Regional District.
7. Users who do not vacate the facility in accordance with their rental permit will be subject to a prorated fee, for the period of time the facility was occupied beyond the time specified in the permit, in addition to any other rental fee associated with the rented facility at 1.5 times the regular rate.

### **SCHEDULES**

8. Schedule A attached hereto and forming part of this bylaw, is hereby adopted as the Fees and Charges for Pender Harbour Aquatic and Fitness Centre.
9. The fees and charges set out in schedule A are inclusive of applicable taxes.

10. Late payment(s) will be subject to an interest penalty charge of 1.5% per month (19.56% annually) compounded monthly.

**OTHER CONSIDERATIONS**

11. Specific discounts and promotional pricing may be determined and approved by the General Manager, Community Services, in an effort to promote participation in Sunshine Coast Regional District programs and services and encourage healthy lifestyles, in which case the fees set out herein shall be discounted accordingly for such purposes.

12. This bylaw and schedule attached hereto come into force and effect on August 1, 2024.

**REPEAL**

13. *Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw No. 630, 2010* and amendments thereto, are hereby repealed.

READ A FIRST TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A SECOND TIME	this	9 <sup>th</sup>	day of	May, 2024
READ A THIRD TIME	this	9 <sup>th</sup>	day of	May, 2024
ADOPTED	this		day of	

\_\_\_\_\_  
CORPORATE OFFICER

\_\_\_\_\_  
CHAIR

**Pender Harbour Aquatic and Fitness Centre Fees and Charges Bylaw No. 767**

**Pender Harbour Aquatic and Fitness Centre**

Single Admissions		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 5.50	\$ 5.50	\$ 5.25	\$ 5.25
Senior		\$ 5.00	\$ 5.00	\$ 5.25	\$ 5.25
Youth		\$ 4.50	\$ 4.50	\$ 4.75	\$ 4.75
Child		\$ 3.75	\$ 3.75	\$ 3.95	\$ 3.95
Infant		Free	Free	Free	Free
Care Attendant		Free	Free	Free	Free
Family		\$ 10.00	\$ 10.00	\$ 10.50	\$ 10.50
Adult & Tot		\$ 6.50	\$ 6.50	\$ 6.85	\$ 6.85
10 Visit Pass		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 49.50	\$ 49.50	\$ 52.00	\$ 52.00
Senior		\$ 45.00	\$ 45.00	\$ 47.25	\$ 47.25
Youth		\$ 40.50	\$ 40.50	\$ 42.50	\$ 42.50
Child		\$ 33.75	\$ 33.75	\$ 35.45	\$ 35.45
Family		\$ 90.00	\$ 90.00	\$ 94.50	\$ 94.50
Adult & Tot		\$ 58.50	\$ 58.50	\$ 61.45	\$ 61.45
Monthly Pass		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 41.70	\$ 41.70	\$ 43.80	\$ 43.80
Senior		\$ 37.90	\$ 37.90	\$ 39.80	\$ 39.80
Fitness Drop-In Admission		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 7.00	\$ 7.00	\$ 7.35	\$ 7.35
Senior		\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
Youth		\$ 5.25	\$ 5.25	\$ 5.50	\$ 5.50
Facility Pool Rentals		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Pool - Hourly		\$ 85.00	\$ 89.25	\$ 93.70	\$ 98.40
School District #46 - Hourly		\$ 70.00	\$ 73.50	\$ 77.15	\$ 81.00
Shower		\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00

**MYPASS (valid for Pender Harbour Aquatic and Fitness Centre and all Recreation Facilities)**

MYPASS 10 Visit Pass		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 63.00	\$ 63.00	\$ 66.15	\$ 66.15
Senior		\$ 54.00	\$ 54.00	\$ 56.70	\$ 56.70
Youth		\$ 47.25	\$ 47.25	\$ 49.60	\$ 49.60
Child		\$ 38.25	\$ 38.25	\$ 40.15	\$ 40.15
Family		\$ 126.00	\$ 126.00	\$ 132.30	\$ 132.30
Adult & Tot		\$ 81.00	\$ 81.00	\$ 85.05	\$ 85.05
MYPASS Monthly Pass		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 51.25	\$ 51.25	\$ 53.80	\$ 53.80
Senior		\$ 43.75	\$ 43.75	\$ 45.95	\$ 45.95
MYPASS Annual Pass (12 month)		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
Adult		\$ 615.00	\$ 615.00	\$ 645.75	\$ 645.75
Senior		\$ 525.00	\$ 525.00	\$ 551.25	\$ 551.25
Youth		\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95
Child		\$ 39.00	\$ 39.00	\$ 40.95	\$ 40.95

Third Party Practitioner		Current Fee	01-Aug-24	01-Aug-25	01-Aug-26
First visit of the day		\$ 12.00	\$ 12.00	\$ 12.60	\$ 12.60
Additional visits on the same day		\$ 6.00	\$ 6.00	\$ 6.30	\$ 6.30
10 Visit Pass		\$ 80.00	\$ 80.00	\$ 84.00	\$ 84.00
<b>*NOTE: Third Party Practitioner have access to the weight rooms and pools.</b>					