



SUNSHINE COAST REGIONAL DISTRICT

April 11, 2019

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

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| PRESENT: | Chair | L. Pratt |
| | Directors | L. Lee A. Tize D. McMahon M. Hiltz A. Toth (Alt) B. Beamish T. Lamb |
| ALSO PRESENT: | Acting Chief Administrative Officer | A. Legault |
| | GM, Corporate Services / Chief Financial Officer | T. Perreault |
| | GM, Planning and Community Development | I. Hall |
| | GM, Infrastructure Services | R. Rosenboom |
| | Deputy Corporate Officer / Recorder | S. Reid |
| | Media | 2 |
| | Public | 1 |

CALL TO ORDER 1:30 p.m.

Appointment **It was moved and seconded**

114/19 THAT Alternate Director Toth be appointed Vice Chair for the Regular Board meeting of April 11, 2019.

CARRIED

AGENDA It was moved and seconded

115/19 THAT the agenda for the meeting be adopted as presented.

CARRIED

MINUTES

Minutes **It was moved and seconded**

116/19 THAT the Regular Board meeting minutes of March 28, 2019 be adopted.

CARRIED

REPORTS

Corporate

It was moved and seconded

117/19

THAT Corporate and Administrative Services Committee recommendation Nos. 1-9 of March 28, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Electoral Area Services Standing Committee*

THAT the topic of an Electoral Area Services Standing Committee be revisited in the second quarter of 2020.

Recommendation No. 2 *Resolutions for 2019 Association of Vancouver Island and Coastal Communities Annual General Meeting and Convention*

THAT the report titled Speaking to Resolutions at the 2019 Association of Vancouver Island and Coastal Communities (AVICC) Annual General Meeting (AGM) and Convention be received;

AND THAT the following Directors be designated as spokesperson for resolutions forwarded to 2019 AVICC AGM and Convention:

- Parking Enforcement in Rural Areas – Director Lee;
- Logging in the Urban Interface – Director McMahon;
- Climate Emergency Declaration – Director Tize;
- Intergovernmental Collaboration on Land Use Planning – Director Pratt.

Recommendation No. 3 *Request for Proposal 18 372 Janitorial Services*

THAT the report titled RFT 18 372 Janitorial Services (Sechelt Aquatic Centre) Contract Award Report be received;

AND THAT Sunshine Coast Regional District (SCRD) enter into a 3-year agreement with Tricom Building Maintenance Ltd. for janitorial services for up to a total value of \$298,017 (plus GST);

AND THAT the Community Recreation [615] operating budget be increased by \$24,108 in 2019 funded from operating reserves;

AND FURTHER THAT the 2019-2023 Financial Plan be amended to reflect updated contract values.

Recommendation No. 4 *Grants Status Update*

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

117/19 cont.

Recommendation No. 5 *Board Procedures Bylaw Review*

THAT the report titled Board Procedures Bylaw Review be received;

AND THAT Section 10(1) of Bylaw 717 be amended as follows:

- add wording – ...will prepare an agenda before every regular meeting of the Board, *for review by the Chair and approval by* the Chief Administrative Officer or the Chief Administrative Officer's designate, setting out all items...

Recommendation No. 6 *Board Procedures Bylaw Review*

THAT staff seek legal advice on adding Public Inquiries into both Committee and Board agendas and the potential impact to any decisions made on agenda items and of the implications and location of adding Land Acknowledgement.

Recommendation No. 7 *Board Procedures Bylaw Review*

THAT the reference to In Camera in the Order of Proceedings outlined in Bylaw No. 717 be replaced with Closed meeting.

Recommendation No. 8 *Board Procedures Bylaw Review*

THAT staff provide alternative wording for Section 14(3) of Bylaw 717;

AND THAT staff review Section 25 and provide recommendations on the online posting of Committee, Commission, and Advisory Committee meeting agendas.

Recommendation No. 9 *Rural Areas' Grant-in-Aid Review
Committee Terms of Reference*

THAT the report titled Rural Areas' Grant-in-Aid Review Committee Terms of Reference be received;

AND THAT the Rural Areas' Grant-in-Aid Review Committee Terms of Reference be approved as amended with modification to 3.1 (b) *Up to* four (4) volunteer members.

CARRIED

Planning

It was moved and seconded

118/19

THAT Planning and Community Development Committee recommendation No. 12 of April 11, 2019 be received, adopted and acted upon as follows:

118/19 cont. **Recommendation No. 12** *Agricultural Advisory Committee*
Membership Appointment

THAT the staff report titled Agricultural Advisory Committee Membership Appointment be received;

AND THAT Raquel Kolof be appointed to the AAC for the remainder of the two-year term.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

The Board moved In Camera at 2:18 p.m.

IN CAMERA It was moved and seconded

119/19 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c) and (i) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations, and “the receipt of advice that is subject to solicitor-client privilege...”.

CARRIED

The Board moved out of In Camera at 3:04 p.m.

CAO Recruitment It was moved and seconded

120/19 THAT the RFP Evaluation Committee for the selection of a recruitment firm consist of the Senior Leadership Team and Directors McMahon and Pratt;

AND THAT Example 1 Evaluation Criteria as provided in Attachment A of the Chief Administrative Officer Recruitment Process report be the Evaluation Criteria for the RFP process;

AND THAT the Financial weighting criteria include required, recommended, or optional services such as a replacement guarantee and post-recruitment follow-up;

AND FURTHER THAT staff proceed with a RFP process based on the best practices outlined in the staff report.

CARRIED

Appointment It was moved and seconded

121/19 THAT Angie Legault be appointed Interim Chief Administrative Officer.

CARRIED

ADJOURNMENT It was moved and seconded

122/19 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:04 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair