



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, DECEMBER 12, 2019

AGENDA

CALL TO ORDER 1:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

2. Regular Board meeting minutes of November 28, 2019 Annex A
Pages 1 – 11

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

3. Rachel Yordy Annex B
Commencing Community Engagement Sessions on Reconciliation pp 12 – 13

REPORTS

4. Corporate and Administrative Services Committee recommendation Annex C
Nos. 1-3, 5-6 and 8-11 of November 28, 2019 (*recommendation* pp 14 – 17
Nos. 4 and 7 previously adopted)
5. Special Infrastructure Services Committee recommendation Nos. 1-3 Annex D
of December 3, 2019 pp 18 – 19
6. Corporate Officer – 2020 Board Appointments Annex E
pp 20 – 22
7. Corporate Officer – 2020 Resolutions to the Association of Vancouver Annex F
Island and Coastal Communities (AVICC) pp 23 – 25
8. Chief Administrative Officer's Report of December 12, 2019 To come
forward

COMMUNICATIONS

MOTIONS

BYLAWS

9. *Sunshine Coast Regional District Zoning Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019* – receipt of report Annex G
pp 26 – 28
– first, second, third reading and adoption
(Voting – Electoral Area Directors – weighted vote – A-2, B-2, D-2, E-2, F-2)

10. *Sunshine Coast Regional District 2020 Revenue Anticipation Borrowing Bylaw No. 723, 2019* – receipt of report Annex H
pp 29 – 32
– first, second, third reading and adoption
(Voting – All Directors – weighted vote: A-2, B-2, D-2, E-2, F-2, Sechelt-6, Gibsons-3, SIGD-1)

DIRECTORS' REPORTS

Verbal

NEW BUSINESS

IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (g), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “litigation or potential litigation affecting the municipality”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

ADJOURNMENT

UPCOMING MEETING DATES

SCRD Board, Committee, and Advisory Committee Meetings (to January 4, 2020)

Special Corporate and Administrative Services Committee (Round 1 Budget continued)	December 6 at 9:30 am
Solid Waste Management Plan Monitoring Advisory Committee	December 10 at 11:00 am
Welcome Woods and Connor Parks Public Consultation Meeting	December 10 at 6:30 pm
Egmont and Pender Harbour (Area A) – Waste Water Service Information Session	December 11 at 6:30 pm
Roberts Creek (Area D) Advisory Planning Commission	December 16 at 7:00 pm
Natural Resources Advisory Committee	December 18 at 3:30 pm
Sechelt Library Board	December 28 at 10:00 am
Planning and Community Development Committee	December 12 at 9:30 am
Regular Board	December 12 at 1:30 pm

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

Local Government Show	January 2 at 7:00 pm
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Please note: Meeting dates are current as of print date (December 6, 2019).



SUNSHINE COAST REGIONAL DISTRICT

November 28, 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.

PRESENT:	Chair	Electoral Area B	L. Pratt
	Directors	Electoral Area A Electoral Area D Electoral Area E Electoral Area F District of Sechelt District of Sechelt Town of Gibsons	L. Lee A. Tize D. McMahon M. Hiltz D. Siegers A. Toth D. Croal (Alt.)
ALSO PRESENT:	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	Deputy Corporate Officer / Recorder		J. Hill
	Media		2
	Public		4

CALL TO ORDER 1:30 p.m.

AGENDA It was moved and seconded

293/19 THAT the agenda for the meeting be adopted as amended by adding the following item under New Business:

- Intergovernmental Meeting.

CARRIED

MINUTES

Minutes It was moved and seconded

294/19 THAT the Regular Board meeting minutes of November 14, 2019 be adopted as corrected noting in the 'Election of Vice Chair' section that it was Director Beamish who nominated Director Siegers.

CARRIED

REPORTS

Planning

It was moved and seconded

295/19

THAT Planning and Community Development Committee recommendation Nos. 1-3, 6-8 and 10-15 of November 14, 2019 be received, adopted and acted upon as follows:

Recommendation No. 1 *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019 (Jacobs – 2723 Toni Rd)*

THAT the report titled Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.185, 2019 (Jacobs – 2723 Toni Rd) Consideration of Second Reading – Electoral Area D be received;

AND THAT Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 and Sunshine Coast Regional District Zoning Amendment No. 310.185, 2019 be forwarded to the Board for Second Reading;

AND THAT Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019 is considered consistent with the SCRD's 2019 - 2023 Financial Plan and 2011 Solid Waste Management Plan;

AND THAT a Public Hearing to consider the Bylaws be scheduled for January 14, 2020 at 7:00 p.m. at Roberts Creek Community Hall, located at 1309 Roberts Creek Road, Roberts Creek, BC;

AND FURTHER THAT Director McMahon be delegated as the Chair and Director Tize be delegated as the Alternate Chair for the Public Hearing.

Recommendation No. 2 *Subdivision in the Agricultural Land Reserve for Part of Elphinstone Crossing Estate Phase Two*

THAT the report titled Application for Subdivision in the Agricultural Land Reserve (ALR00011, ALC 59614) for Part of Elphinstone Crossing Estate Phase Two be received;

AND THAT the Application for Subdivision in the Agricultural Land Reserve (ALR00011, ALC 59614) be supported subject to the following condition:

- a. Designate a residential area (called the "home plate", approximately 0.2 ha) by covenant on each lot to limit residential development and mitigate interference with agricultural operations;

AND FURTHER THAT SCRD's conditional support for the application be forwarded to the Agricultural Land Commission.

295/19 cont.

Recommendation No. 3 *Development Variance Permit DVP00050 (Cappadocia)*

THAT the report titled Development Variance Permit DVP00050 (Cappadocia) - Electoral Area A be received;

AND THAT Development Variance Permit DVP00050 to vary Zoning Bylaw No. 337 Section 516(1)(a) for setback distance from the natural boundary of the ocean, from 7.5 m and 1.5 m, be issued subject to:

- a. The applicant applies for a Development Permit to address coastal flooding and coastal slope issues, and recommendations of the permit support the 1.5m setback from the natural boundary of the ocean;
- b. Comments received from shíshálh Nation within the 60-day referral period.

Recommendation No. 6 *Provincial Licence No. 241525 Dan Bosch Park Renewal*

THAT the report titled Provincial Licence No. 241525 Dan Bosch Park Renewal be received;

AND THAT SCRD submit a Crown renewal application to FrontCounter BC for the area covered by Licence No. 241525.

Recommendation No. 7 *Sechelt Aquatic Centre - Pool Shutdown Timing Update*

THAT the report titled Sechelt Aquatic Centre - Pool Shutdown Timing Update be received;

AND THAT the current annual maintenance shutdown schedule for Sechelt Aquatic Centre (June) be maintained.

Recommendation No. 8 *Potential Partnership with the Dead Boat Disposal Society*

THAT the report titled Potential Partnership with the Dead Boat Disposal Society be received;

AND THAT the SCRD organize a meeting between local government partners regarding disposal of derelict boats and potential partnership with the Dead Boat Disposal Society.

Recommendation No. 10 *SCRD Policing and Public Safety Committee Minutes of October 17, 2019*

THAT the Sunshine Coast Policing and Public Safety Committee minutes of October 17, 2019 be received;

AND THAT the following recommendation contained therein be adopted and acted upon as amended, as follows:

295/19 cont.

Recommendation No. 1 Cannabis Regulatory Gaps

THAT staff identify the gaps in legislation, bylaws, permits and licensing with respect to cannabis pertaining to the regulatory jurisdiction of the Regional District.

Recommendation No. 11 *AVICC Resolution Regarding Medical Cannabis*

THAT an AVICC resolution be drafted for Board consideration regarding local government concerns about regulation of medical cannabis production.

Recommendation No. 12 *AAC Minutes of October 22, 2019*

THAT the Agricultural Advisory Committee minutes of October 22, 2019 be received.

Recommendation No. 13 *Area A APC Minutes of October 30, 2019*

THAT the Egmont/Pender Harbour Advisory Planning Commission minutes of October 30, 2019 be received.

Recommendation No. 14 *Area B APC Minutes of October 22, 2019*

THAT the Halfmoon Bay Advisory Planning Commission minutes of October 22, 2019 be received.

Recommendation No. 15 *Area E APC Minutes of October 23, 2019*

THAT the Elphinstone Advisory Planning Commission minutes of October 23, 2019 be received.

CARRIED

Infrastructure

It was moved and seconded

296/19

THAT Infrastructure Services Committee recommendation Nos. 1-14 of November 21, 2019 be received, adopted and acted upon, as follows:

Recommendation No. 1 *Results of Raw Water Reservoir Feasibility Study Phase 3*

THAT the report titled Results of Raw Water Reservoir Feasibility Study Phase 3 be received;

AND THAT a budget proposal for \$225,000 for a Feasibility Study Phase 4 with respect to the development of a Raw Water Reservoir on Site B be brought forward to the 2020 Round 2 Budget;

AND FURTHER THAT a budget proposal for Development Phase 1 with respect to the development of a Raw Water Reservoir on Site B to be brought forward to the 2020 Round 2 Budget.

296/19 cont.

Recommendation No. 2 *Groundwater Investigation Project Update*

THAT the report titled Groundwater Investigation Project Update be received;

AND THAT staff bring forward a budget proposal at the Round 2 2020 Budget meetings for a Groundwater Investigation Phase 3 – Gray Creek project;

AND THAT development of production wells at the Dusty Road and Mahan Road sites be discontinued;

AND FURTHER THAT staff bring forward a budget proposal at the Round 2 2020 Budget meeting to assess the potential feasibility of additional production well sites on the Sunshine Coast.

Recommendation No. 3 *Drought Management Plan 2019 Summary*

THAT the report titled Drought Management Plan 2019 Summary be received for information.

Recommendation No. 4 *Water Conservation Public Participation Summary*

THAT the report titled Water Conservation Public Participation Summary be received for information;

AND THAT the public participation results inform a review of the Drought Management Plan and the review of the Water Rates and Regulations Bylaw 422 scheduled for 2020.

Recommendation No. 5 *Water Conservation Rebate Program Options*

THAT the report titled Water Conservation Rebate Program Options be received for information;

AND THAT a 2020 Budget Proposal be brought forward to expand the existing water conservation rebate program, including the BC Hydro Appliance Rebate Program.

Recommendation No. 6 *Strategic Plan Initiatives Infrastructure Services Department*

THAT the report titled Strategic Plan Initiatives Infrastructure Services Department be received for information.

Recommendation No. 7 *Pender Harbour Transfer Station Operations Contract Term Extension*

THAT the report titled Pender Harbour Transfer Station Operations Contract Term Extension be received;

296/19 cont.

AND THAT the SCRD exercise the right to extend the existing contract with Indian Isle Construction for Pender Harbour Transfer Station Operations for an additional two (2) year period in the amount of up to \$498,544 plus GST;

AND FURTHER THAT the 2020-2024 Financial Plan be amended accordingly.

Recommendation No. 8 *Zoning Amendment Bylaw Nos. 310.184, 2018 and 337.118, 2018 for Short Term Rental Accommodation Regulations – Consideration of Third Reading*

THAT the report titled Zoning Amendment Nos. 310.184, 2018 and 337.118, 2018 for Short Term Rental Accommodation Regulations – Consideration of Third Reading be received;

AND THAT staff bring forward the implementation implications for temporary use permits for short term rental accommodation and other relevant bylaw amendments including the impacts on bylaw enforcement to facilitate such implementation.

Recommendation No. 9 *Transportation Advisory Committee Minutes of October 17, 2019*

THAT the Transportation Advisory Committee Minutes of October 17, 2019 be received;

AND THAT the following Recommendations contained therein be adopted and acted upon as follows:

Recommendation No. 2 *Update on MOTI Corridor Review*

THAT correspondence from Kim Tournat, Constituency Assistant for MLA, Nicholas Simons regarding update on MOTI Corridor Review be received;

AND THAT the SCRD write a letter to the Ministry of Transportation and Infrastructure requesting that the seasonality of both traffic volumes and use by cyclists and pedestrians be taken into consideration when conducting the Corridor Review during the slowest months of the year.

Recommendation No. 3 *New MOTI Operations Manager*

THAT a letter be sent to the new Ministry of Transportation and Infrastructure (MOTI) Operations Manager inviting him to attend the quarterly Transportation Advisory Committee meetings.

296/19 cont.

Recommendation No. 4 *MOTI Annual Project Plan*

THAT SCRD prepare a letter to the Ministry of Transportation and Infrastructure (MOTI) requesting a meeting between Sunshine Coast local governments and Ministry of Transportation and Infrastructure (MOTI) to discuss the MOTI Annual Project Plan.

Recommendation No. 5 *Infrastructure Services Quarterly Report*

THAT transportation-related items from the Infrastructure Services Quarterly report be added to the TAC Agenda.

Recommendation No. 7 *2011 Integrated Transportation*

THAT the 2011 Integrated Transportation Study be circulated to TAC members and included as an agenda item for discussion at the January 2020 TAC meeting.

Recommendation No. 10 *Solid Waste Management Plan Monitoring Advisory Committee Minutes of November 5, 2019*

THAT the Solid Waste Plan Monitoring Advisory Committee (PMAC) Minutes of November 5, 2019 be received;

AND THAT the following Recommendations contained therein be adopted and acted upon as amended, as follows:

Recommendation No. 1 *2020 Budget Report*

THAT a copy of the *solid waste-related* 2020 budget report be provided to PMAC members.

Recommendation No. 2 *2018 Sechelt Landfill Report*

THAT a copy of the 2018 Sechelt Landfill annual report be provided to PMAC members.

Recommendation No. 3 *Marine Debris Background Information*

THAT background information about marine debris be provided to PMAC members.

Recommendation No. 11 *Correspondence regarding participation in BC's Old Growth Strategic Review*

THAT the correspondence from Association of Vancouver Island and Coastal Communities (AVICC) dated October 22, 2019 regarding an invitation from Ministry of Forests, Lands and Natural Resource Operations and Rural Development to take part in BC's Old Growth Strategic Review be received;

296/19 cont.

AND THAT the correspondence from AVICC be referred to the Natural Resources Advisory Committee for information;

AND FURTHER THAT Directors be authorized to attend the Old Growth Strategic Review meetings and be paid a stipend and expenses for their attendance at the Old Growth Strategic Review meetings.

Recommendation No. 12 *Correspondence regarding Union of British Columbia Municipalities (UBCM) 2019 Meeting*

THAT the correspondence from Honourable Minister Trevena dated October 22, 2019 regarding a meeting at UBCM 2019 be received;

AND THAT a thank you letter be sent to Minister Trevena confirming that the SCRD will follow up with Elena Farmer, Associate District Manager, Ministry of Transportation and Infrastructure regarding Sunshine Coast Highway safety concerns;

AND FURTHER THAT the letter also thank the Minister for the Marine Highway meeting and the meeting at UBCM.

Recommendation No. 13 *Correspondence regarding District of Sechelt Liquid Waste Management Plan Stage 2 – Steering Committee and Technical Advisory Committee*

THAT the correspondence from Darwyn Kutney, District of Sechelt dated November 7, 2019 regarding District of Sechelt Liquid Waste Management Plan – Steering Committee and Technical Advisory Committee be received;

AND THAT Director Tize be appointed as the SCRD representative on the District of Sechelt Liquid Waste Management Plan Steering Committee.

Recommendation No. 14 *Community Energy Association*

THAT staff report back with a cost/benefit analysis of an SCRD membership with the Community Energy Association.

CARRIED

Corporate

It was moved and seconded

297/19

THAT Corporate and Administrative Services Committee recommendation Nos. 4 and 7 of November 28, 2019 be received, adopted and acted upon as follows:

Recommendation No. 4 *Information Technology Equipment Financing Loan Application*

THAT the report titled Information Technology (IT) Equipment Financial Loan Application be received;

297/19 cont. AND THAT a loan of up to \$70,000 for a term 3 years be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1)(a) of *the Local Government Act (Liabilities Under Agreement)* to fund the purchase of IT hardware;

AND THAT the 2020-2024 Financial Plan and IT base budget be amended to eliminate annual debt financing for IT hardware;

AND FURTHER THAT annual capital funding be maintained by utilizing capital reserves on an interim and as needed basis, until such time as existing loans have expired, and funding for debt servicing can be reallocated.

Recommendation No. 7 *Electoral Area A Library Usage – Feedback Options*

THAT staff work with the Director from Area A to solicit feedback from residents with respect to a library service in Egmont / Pender Harbour.

CARRIED

Appointments **It was moved and seconded**

298/19 THAT the report titled 2019 / 2020 Chair Appointments be received;

AND THAT the list of Chair appointments be affirmed.

CARRIED

BYLAWS

Bylaw 641.12 **It was moved and seconded**

299/19 THAT *Roberts Creek Official Community Plan Amendment Bylaw No. 641.12, 2019* be read a second time.

CARRIED

Bylaw 310.185 **It was moved and seconded**

300/19 THAT *Sunshine Coast Regional District Zoning Amendment No. 310.185, 2019* be read a second time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS:

The Board discussed options for Directors to report back on the various committees they are appointed to serve on in a liaison capacity. Going forward, Directors will provide the Board with succinct one-page reports on the relevant conferences and events they attend.

The Board discussed the Intergovernmental Meeting that was held in Gibsons on November 25, 2019. The Board Chair will collect options and ideas for the next Intergovernmental Meeting which will be hosted by the SCRD.

The Board moved In Camera at 2:40 p.m.

IN CAMERA**It was moved and seconded**

301/19

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (e), (k) and 2(b) of the *Community Charter* – “personal information about an identifiable individual...”, “labour relations or other employee relations”, “the acquisition, disposition or expropriation of land or improvements...”, “negotiations and related discussions respecting the proposed provision of a municipal service...”, and “the consideration of information received and held in confidence relating to negotiation between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party”.

CARRIED

The Board moved out of In Camera at 2:52 p.m.

Appointments**It was moved and seconded**

302/19

THAT the report titled Deputy Financial Officer Appointment be received;

AND THAT Colin Ho be appointed Deputy Financial Officer for the Sunshine Coast Regional District.

CARRIED**Reservoir Raw Water It was moved and seconded**

303/19

THAT a potential collaboration with AJB Ltd. on the development of a Raw Water Reservoir on their land be abandoned due to the determination that the site will not support the targeted storage volume required by the SCRD.

CARRIED**Reclaimed Water****It was moved and seconded**

304/19

THAT staff engage with District of Sechelt staff regarding the feasibility of using reclaimed water from the Water Resource Centre to augment the Environmental Flow Needs in Chapman Creek.

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

305/19

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 2:53 p.m.

Certified correct _____
Corporate Officer

Confirmed this _____ day of _____

Chair

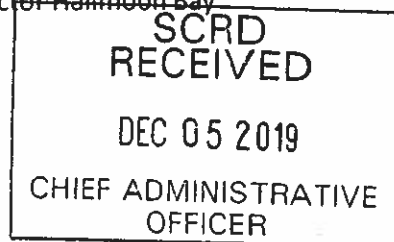


Siyaya Reconciliation Movement

for all peoples living within the shíshálh homelands

December 5, 2019

To: Hiwus Warren Paull, Chief, shíshálh Nation
 titoya Keith Julius, Councilor, shíshálh Nation, SCRD Area Director, Sechelt Indian Government District
 Darnelda Siegers, Mayor, District of Sechelt;
 Lori Pratt, Board Chair, Sunshine Coast Regional District, Area Director Halfmoon Bay
 Bill Beamish, Mayor, Town of Gibsons
 Lenard Lee, SCRD Area Director, Egmont/Pender Harbour
 Andreas Tize, SCRD Area Director, Roberts Creek
 Tiyáltelut, Kristen Rivers, Co-chair, Squamish Nation
 Skwetsi7meltxw, Joshua Joseph, Co-chair, Squamish Nation



Dear Respected Officials,

Re: Commencing Community Engagement Sessions on Reconciliation

We write on behalf of the siyaya Reconciliation Committee to request your involvement in an upcoming series of community engagement sessions on the topic of reconciliation. We will be hosting these sessions in the form of world cafés in the communities of Gibsons, Roberts Creek, Sechelt, Halfmoon Bay, Pender Harbour, and shíshálh Nation. We are asking that relevant government representatives from each government be present for the meeting(s) in your jurisdiction.

Community Engagement details:

We will host 1 session in each community between January – March 2020. Each 2-hour session will be hosted by members of the siyaya Committee. Sessions will be open to the public and free to attend. The tentative Schedule of Public Sessions is as follows:

- shíshálh Nation: January 8-19 at the shíshálh Nation Hall (shíshálh members/community)
- Gibsons: Jan 20 - 31 at the Gibsons Public Library
- Roberts Creek: Feb 1-10 at the Roberts Creek Community Hall
- Sechelt: Feb 11 – 20 at the Sechelt Public Library
- Halfmoon Bay: Feb 21 – Mar 5
- Pender Harbour: Mar 6 – 15
- Final Presentation of Findings: Mar 31 at the shíshálh Nation Community Hall

Goals of the sessions:

Our committee believes that authentic reconciliation requires a change of hearts and minds, and the healing of relationships between individuals and communities across the shíshálh swiya (homelands, birthplace, 'territory', world). The goals of these community engagement sessions are twofold: 1) to create a space for respectful dialogue about what reconciliation means to each of us, what we see as barriers to reconciliation in the swiya and on the Coast, and next steps towards reconciliation in our communities; and 2) to create a grounded vision for the siyaya Reconciliation Movement that honours our grassroots orientation for the years to come.

Your action is needed:

We invite all government partners to join us at these events, help publicize the community engagement sessions in your social media and networks, and encourage the safe and respectful participation of all citizens as we engage in this work. We will contact each Area Director/Council individually to liaise dates for your session. Should you wish to donate space for this event to take place in your community we would be grateful.



siyiyaya Reconciliation Movement

for all peoples living within the shishálh homelands

Questions about this community engagement series can be directed to Rachel Yordy (the Coordinator, of the Siyiyaya Reconciliation Movement) at scsiyiyaya@gmail.com or 226-789-5996 or our delegates representing the Movement at the SCRD's December Board Meeting. We gratefully acknowledge the support of the Vancouver Foundation and partnership with the District of Sechelt on this 'Envisioning Reconciliation' project.

?ul nu msh chalap. Thank you in advance for your collaboration on this important initiative.

?akista xaxanak Garry Feschuk
Hereditary Chief, former Chief, shishálh Nation
Co-chair, siyiyaya Reconciliation Movement

Cameron Reid
former Mayor, District of Sechelt
Co-chair, Siyiyaya Reconciliation Movement

**SUNSHINE COAST REGIONAL DISTRICT
CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

November 28, 2019

RECOMMENDATIONS FROM THE CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT:	Chair	D. Siegers
	Directors	A. Tize D. Croal (Alt.) M. Hiltz L. Lee D. McMahon L. Pratt A. Toth
ALSO PRESENT:	Acting Chief Administrative Officer	T. Perreault
	Corporate Officer	S. Reid
	Manager, Financial Services	C. Ho (Part)
	Manager, Asset Management	K. Doyle (Part)
	Asset Management Coordinator	D. Joseph (Part)
	G.M., Infrastructure Services	R. Rosenboom (Part)
	Manager, Utility Services	S. Walkey (Part)
	Administrative Assistant / Recorder	T Crosby
	Media	2
	Public	2

CALL TO ORDER 9:30 a.m.

AGENDA The agenda was adopted as amended.

REPORTS

Recommendation No. 1 *BDO Canada LLP Audit Planning Letter*

The Corporate and Administrative Services Committee recommended that the report titled BC Canada Audit Planning Letter be received;

AND THAT the Audit Planning Communication from BDO Canada LLP with respect to the Audit of the Financial Statements of the Sunshine Coast Regional District (SCRD) and Foreshore Leases (Hillside) for the year ended December 31, 2019 be received.

Recommendation No. 2 *Wastewater Service Review and Asset Management Plans*

The Corporate and Administrative Services Committee recommended that the report titled Wastewater Service Review and Asset Management Plans be received for information.

Recommendation No. 3 *Wastewater Services in Bylaw 320*

The Corporate and Administrative Services Committee recommended that staff research Bylaw 320 for mechanisms that could be explored for determining when, how, and the criteria for the Regional District to assume wastewater systems;

AND THAT the report include whether Wastewater Treatment Plants currently serviced by the Regional District could be assumed by third parties, such as stratas, and that a process for such a transfer, including the possibilities to remove a lot from a wastewater service, be provided;

AND FURTHER THAT this report be forwarded to a future Committee.

The Committee recessed at 11:00 a.m. and reconvened at 11:10 a.m.

Recommendation No. 4 *Information Technology Equipment Financing Loan Application*

The Corporate and Administrative Services Committee recommended that the report titled Information Technology (IT) Equipment Financial Loan Application be received;

AND THAT a loan of up to \$70,000 for a term 3 years be requested through the Municipal Finance Authority Equipment Financing Program under Section 403(1)(a) of the *Local Government Act (Liabilities Under Agreement)* to fund the purchase of IT hardware;

AND THAT the 2020-2024 Financial Plan and IT base budget be amended to eliminate annual debt financing for IT hardware;

AND THAT annual capital funding be maintained by utilizing capital reserves on an interim and as needed basis, until such time as existing loans have expired, and funding for debt servicing can be reallocated;

AND FURTHER THAT this recommendation be forwarded to the November 28, 2019 regular Board meeting.

Recommendation No. 5 *Sechelt Library Apportionment Options*

The Corporate and Administrative Services Committee recommended that the report titled Sechelt Library Apportionment Options be received for information;

AND THAT the funding options spreadsheet distributed by District of Sechelt Councillor at the meeting be received.

Recommendation No. 6 *Population Served for Libraries*

The Corporate and Administrative Services Committee recommended that the percentage of Electoral Area A population served by the Sechelt Public Library be confirmed with the Ministry of Education Learning Division;

AND THAT the Ministry of Education provide the criteria used to determine population served for public libraries.

Recommendation No. 7 *Electoral Area A Library Usage – Feedback Options*

The Corporate and Administrative Services Committee recommended that staff work with the Director from Electoral Area A to solicit feedback from Area A residents with respect to a library service in Area A - Egmont / Pender Harbour;

AND THAT this recommendation be forwarded to the November 28, 2019 regular Board meeting.

Recommendation No. 8 *Electoral Area A Library Service Options*

The Corporate and Administrative Services Committee recommended that staff confirm if Area A – Egmont / Pender Harbour could establish an independent library with a service area.

Recommendation No. 9 *Frequency of Variance Reports*

The Corporate and Administrative Services Committee recommended that the report titled Frequency of Variance Reports be received;

AND THAT corporate variance reports for the second and third quarters ending June 30 and September 30 continue to be presented at the July and October Corporate and Administrative Services Committee meetings;

AND FURTHER THAT individual variance reporting for [350] Regional Solid Waste, [310] Public Transit and [615] Community Recreation be discontinued with variance analysis for these services reported in the corporate variance going forward.

Recommendation No. 10 *Insurance Invoices Over \$100,000: Municipal Insurance Association (MIA) and Aon Reed Stenhouse Inc. (Aon)*

The Corporate and Administrative Services Committee recommended that the report titled Insurance Invoices Over \$100,000: Municipal Insurance Association (MIA) and Aon Reed Stenhouse Inc. (Aon) be received;

AND THAT payment of up to \$91,000 be authorized for liability insurance to MIA;

AND THAT payment of up to \$205,000 be authorized for property insurance to Aon;

AND FURTHER THAT the 2020-2024 Financial Plan be amended to reflect the changes in premiums.

COMMUNICATIONS

Recommendation No. 11 *Association of Vancouver Island and Coastal Communities – 2020 Annual General Meeting and Convention*

The Corporate and Administrative Services Committee recommended that the correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) – 2020 Annual General Meeting and Convention – Call for Nominations for AVICC Executive be received.

The Committee moved In Camera at 12:17 p.m.

The Committee recessed at 12:17 p.m. and reconvened at 12:22 p.m.

IN CAMERA

That the public be excluded from attendance at the meeting in accordance with Sections 90 (1) (e), (g) and (k) of the *Community Charter* – “the acquisition, disposition or expropriation of land or improvements, if the council considered that disclosure could reasonably be expected to harm the interests of the municipality”, “litigation or potential litigation affecting the municipality”, and “negotiations and related discussion respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

The Committee moved out of In Camera at 12:58 p.m.

ADJOURNMENT 12:58 p.m.

Committee Chair

**SUNSHINE COAST REGIONAL DISTRICT
INFRASTRUCTURE SERVICES COMMITTEE**

December 3, 2019

RECOMMENDATIONS FROM THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975
FIELD ROAD, SECHELT, BC

PRESENT:	Chair	Electoral Area E	D. McMahon
	Directors	Electoral Area F	M. Hiltz
		Electoral Area A	L. Lee (part)
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		District of Sechelt	A. Toth
		District of Sechelt	M. McLean (Alt)
ALSO PRESENT:	General Manager, Infrastructure Services		R. Rosenboom
	Chief Financial Officer / GM, Corporate Services/		T. Perreault
	Manager, Transit & Fleet		J. Walton
	Administrative Assistant/Recorder		T. Ohlson
	Media		0
	Public		10

CALL TO ORDER 9:30 a.m.

AGENDA The amended agenda was adopted as presented.

PRESENTATIONS and DELEGATIONS

Mari Nielsen, Rowan Moore and Kylie Hutchinson addressed the Committee regarding Free Transit for K-12 Students.

The Chair thanked Miss Nielsen, Mr. Moore and Ms. Hutchinson for their attendance.

Chris Gregory, Senior Revenue Adviser and Ryan Dennis, Manager Revenue and Sales, BC Transit addressed the Committee regarding Student Transit Fares.

The Chair thanked Mr. Gregory and Mr. Dennis for their presentation.

Recommendation No. 1 *Free Transit for K-12 Students Petitions*

The Infrastructure Services Committee recommended that the two petitions presented at the meeting with respect to free transit for K-12 students on the Sunshine Coast be received.

The Infrastructure Services Committee recessed at 10:54 a.m. and reconvened at 11:02 a.m.

REPORTS**Recommendation No. 2** *2019 Fare Review Results*

The Infrastructure Services Committee recommended that the report titled 2019 Fare Review Results be received;

AND THAT staff provide a report to a January 2020 Committee meeting with the analysis of the impact of removing transfers from the Sunshine Coast transit system;

AND THAT staff work with BC Transit and School District No. 46 to bring forward a report to a January 2020 Committee meeting regarding a youth transit fare program based on a nominal fee structure and options for implementation, including proposed timelines;

AND FURTHER THAT staff work with School District No. 46, Youth Council and Transportation Choices Sunshine Coast to assess the demand for youth transit on the Sunshine Coast.

Director Lee left the meeting at 11:36 a.m.

COMMUNICATIONS**Recommendation No. 3** *Correspondence from Transportation Choices Sunshine Coast*

The Infrastructure Services Committee recommended that the correspondence from Transportation Choices Sunshine Coast regarding Free Transit for K-12 Students on the Sunshine Coast be received.

ADJOURNMENT 11:48 a.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – December 12, 2019

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: 2020 BOARD APPOINTMENTS

RECOMMENDATION(S)

THAT the report titled 2020 Board Appointments be received;

AND THAT the following list of Board appointments be reviewed, amended if necessary, and adopted by the Board.

BACKGROUND

Each year, the SCRD Board appoints Directors to various committees and organizations.

DISCUSSION

A draft list of Board appointments from 2019 is attached for the Board's consideration (Attachment A).

The Board appointments presented for approval are those required as specified by the applicable legislation, terms of reference or invitation. For example:

- The *Municipal Finance Authority Act* requires that “the regional board of each regional district must appoint from among its directors the required number of persons as members of the authority for that year or until a successor is appointed.”

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

Staff recommend the proposed Board appointments appended in Attachment A be reviewed, amended if necessary, and adopted.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	

Attachment A

Board Liaison Appointments to SCRD Advisory Committees

Agricultural Advisory Committee (AAC) (non-voting)	Board Liaison Alternate	Mark Hiltz Donna McMahon
Natural Resources Advisory Committee (NRAC) (non-voting)	Board Liaison Alternate	Andreas Tize Mark Hiltz
Solid Waste Management Plan Monitoring Advisory Committee (PMAC) (non-voting)	Board Liaison Alternate	Donna McMahon Leonard Lee
Ports Monitors Committee (POMO) (non-voting)	Board Liaison Alternate	Mark Hiltz Lori Pratt

Director Appointments to SCRD Sub-Committees

Joint Use of Schools Subcommittee (2 appointees)	SCRD Appointees Alternate	Leonard Lee Andreas Tize Lori Pratt
Joint Watershed Management Advisory Committee (4 appointees and up to 3 alternates)	SCRD Appointees Alternate	Mark Hiltz Andreas Tize Donna McMahon Darnelda Siegers Lori Pratt
Heritage Protocol Committee (all Directors per Committee Terms of Reference)	SCRD	All Directors
Gibsons & District Fire Commission (Area E and F appointees as per Bylaw No. 448)	Area F Appointee Area E Appointee	Mark Hiltz Donna McMahon

Appointments to Other Committees and Boards

Gibsons & District Library <i>Library Act – Director from one of the participating areas</i>	SCRD Appointee Alternate	Donna McMahon Mark Hiltz
Sechelt Public Library <i>Library Act</i>	SCRD Appointee Alternate	Lori Pratt Leonard Lee
Municipal Finance Authority <i>Municipal Finance Authority Act</i>	SCRD Appointee Alternate	Lori Pratt Mark Hiltz
Municipal Insurance Association	SCRD Appointee Alternate	Lori Pratt Andreas Tize

Attachment A

Metro Vancouver Aboriginal Relations Committee <i>(one non-voting observer appointee)</i>	SCRD Appointee	Andreas Tize
Island Coastal Economic Trust (ICET)	Board Chair	Lori Pratt
AVICC Special Committee on Solid Waste Management <i>(one appointee)</i>	SCRD Appointee	Leonard Lee
Sunshine Coast Youth Awareness Committee <i>(one appointee)</i>	SCRD Appointee	Andreas Tize
Gibsons Chamber of Commerce <i>(one liaison)</i>	Board Liaison	Donna McMahon
Ocean Watch Action Plan Task Force (per Board Resolution 013/19 Rec. No. 10 (Term: 2019-2022))	Board Liaison	Mark Hiltz
Sunshine Coast Seniors Planning Table (per Board Resolution 014/19 Rec. No. 3)	Board Liaison	Leonard Lee
Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee (per Board Resolution 206/19 Rec. No. 16)	SCRD Appointee Alternate	Donna McMahon Andreas Tize
District of Sechelt Liquid Waste Management Plan – Steering Committee and Technical Advisory Committee (Resolution 296/19 Rec. No. 13)	SCRD Appointee	Andreas Tize

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – December 12, 2019

AUTHOR: Sherry Reid, Deputy Corporate Officer

SUBJECT: 2020 RESOLUTIONS TO THE ASSOCIATION OF VANCOUVER ISLAND AND COASTAL COMMUNITIES (AVICC)

RECOMMENDATIONS

THAT the report titled 2020 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received;

AND THAT the Board confirm topics for AVICC resolutions for staff to draft and present to the January 9, 2020 Planning and Community Development Committee meeting.

BACKGROUND

The Association of Vancouver Island and Coastal Communities (AVICC) 2020 Annual Convention will be held April 17th to 19th, 2020 in Nanaimo. The convention provides members with the opportunity to bring forward issues and concerns from their communities through resolutions and debate.

AVICC is one of five area associations of local governments operating under the umbrella of the Union of BC Municipalities. AVICC represents the interests of the various local governments of Vancouver Island, Sunshine Coast, Powell River and the Central Coast.

The Union of BC Municipalities (UBCM) urges members to submit resolutions through their Area Associations for consideration. Resolutions endorsed at AVICC will be automatically submitted to UBCM for consideration at the 2020 Fall Convention. Issues that arise after the AVICC convention may be submitted directly to UBCM.

AVICC encourages members to focus resolutions on new issues of provincial or AVICC-wide interest.

DISCUSSION

The Board has requested that AVICC resolutions be prepared on the topics of abandoned vehicles and medical cannabis, as follows:

From the Regular Board meeting of October 10, 2019:

242/19 THAT Recommendation No. 7 of the Sunshine Coast Policing and Public Safety Committee minutes of July 18, 2019 be acted upon as amended, as follows:

Recommendation No. 7 *Storage Facility Site for Abandoned RV Campers/Vehicles*

THAT staff, *in cooperation with municipalities and RCMP*, investigate the immediate and mid-term potential storage facility site and disposal options for abandoned RV campers / vehicles that the RCMP requires be towed;

AND THAT a resolution regarding abandoned vehicles be brought forward for consideration at the Association of Vancouver Island and Coastal Communities (AVICC) Convention in 2020.

From the Regular Board meeting of November 28, 2019:

295/19 **Recommendation No. 11** *AVICC Resolution Regarding Medical Cannabis*

THAT an AVICC resolution be drafted for Board consideration regarding local government concerns about regulation of medical cannabis production.

With respect to the topic of medical cannabis, staff note that the SCRD previously submitted a resolution in 2018 that was endorsed by the UBCM membership as follows:

WHEREAS medical cannabis production in residential areas often generate neighbourhood concerns about safety and nuisance complaints related to odours;

AND WHEREAS Health Canada lacks the resources to conduct routine inspections to address compliance and related nuisances to minimize the negative impact and risk to communities, while safety issues fall to local governments to address:

THEREFORE BE IT RESOLVED THAT the Access to Cannabis for Medical Purposes Regulation be revised to make the installation, operation and maintenance of ventilation systems that mitigate odour nuisances a condition of medical cannabis production licenses (including designated person or registered person licenses);

AND BE IT FURTHER RESOLVED THAT Health Canada inspectors have the authority to enter residences and/or facilities where production is taking place and that the federal government provide adequate resources to support Health Canada in conducting regular inspections to ensure compliance and neighbourhood safety.

Timeline for next steps

Once topics have been confirmed, staff will draft resolutions to present for consideration at the January 9th, 2020 Planning and Community Development Committee.

The deadline for submission of resolutions to AVICC is February 6, 2020. Resolutions must be adopted by the Board no later than the January 23, 2020 Board meeting in order to meet the submission deadline.

AVICC will consider late resolution submissions up to noon on April 15, 2020, however, late resolutions will only be considered when the topic was not known prior to the regular deadline date or if it is considered an emergency.

STRATEGIC PLAN AND RELATED POLICIES

Submission of resolutions to AVICC is in alignment with SCRD's strategic focus areas for regional collaboration and partnerships and advocacy through effective and responsive government.

CONCLUSION

Staff recommend the Board confirm topics for AVICC resolutions that will be drafted and brought forward for consideration at the January 9, 2020 Planning and Community Development Committee meeting.

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Regular Board – December 12, 2019

AUTHOR: Sherry Reid, Corporate Officer

SUBJECT: Sunshine Coast Regional District Advisory Planning Commissions
Amendment Bylaw No. 453.6, 2019

RECOMMENDATION(S)

THAT the report titled Sunshine Coast Regional District Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019 be received;

AND THAT Sunshine Coast Regional District Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019 be given three readings and adopted.

BACKGROUND

The following resolution was adopted at the Regular Board meeting of July 25, 2019:

204/19 **Recommendation No. 19** *Area E APC Minutes of June 26, 2019*

THAT the Elphinstone Advisory Planning Commission minutes of June 26, 2019 be received;

AND THAT Elphinstone Advisory Planning Commission Recommendation No. 3 of June 26, 2019 be adopted and acted upon prior to the next Advisory Planning Commission appointment schedule, as follows:

Recommendation No. 3 *Advisory Planning Commission Meeting Attendance*

THAT the Sunshine Coast Regional District put an attendance clause in the APC Bylaw No. 453.

AND THAT three consecutive un-excused absences be considered for the attendance clause.

DISCUSSION

Section 461 of the *Local Government Act* (LGA) provides the Board authority to establish advisory planning commissions by bylaw. The LGA also provides that the bylaw must set out, among other things, the composition and manner of appointing members to the commissions.

Section 7 of *Sunshine Coast Regional District Advisory Planning Commissions Bylaw No. 453* sets out provisions for "Times and Terms of Appointment of Advisory Planning Commission Members". A bylaw amendment to Section 7 with respect to meeting attendance has been prepared for the Board's consideration. (Attachment A)

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

A bylaw amendment to *Sunshine Coast Regional District Advisory Planning Commissions Bylaw No. 453* with respect to meeting attendance has been prepared for the Board's consideration for three readings and adoption.

Attachment A: *Sunshine Coast Regional District Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019*

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO		Other	

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 453.6

A bylaw to amend Sunshine Coast Regional District Advisory Planning
Commissions Bylaw No. 453, 1998

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 Advisory Planning Commissions Amendment Bylaw No. 453.6, 2019*.
2. Sunshine Coast Regional District Advisory Planning Commissions Bylaw No. 453, 1998 is amended as follows:
 - a) Insert a new section 7 subsection (viii) as follows, and renumber the remaining subsections accordingly:

“7 (viii) Members of an Advisory Planning Commission who are absent for three (3) or more consecutive regularly scheduled meetings will be deemed to have resigned their position unless the absence is because of illness or injury or is with the leave of the Board.”

READ A FIRST TIME this 12th day of December, 2019

READ A SECOND TIME this 12th day of December, 2019

READ A THIRD TIME this 12th day of December, 2019

ADOPTED this 12th day of December, 2019

CORPORATE OFFICER

CHAIR

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: SCRD Board – December 12, 2019

AUTHOR: Tina Perreault, General Manager, Corporate Services / Chief Financial Officer

SUBJECT: 2020 REVENUE ANTICIPATION BORROWING BYLAW

RECOMMENDATION(S)

THAT the report titled 2020 Revenue Anticipation Borrowing Bylaw be received;

AND THAT Sunshine Coast Regional District 2020 Revenue Anticipation Borrowing Bylaw No. 723, 2019 be given three readings and be adopted.

BACKGROUND

The Round 1 2020 financial plan includes revenue from property taxes in excess of \$20,000,000. These revenues are requisitioned from and collected by the Provincial Surveyor of Taxes and Member Municipalities and must be remitted to the Regional District on or before August 1st in each year.

Property tax revenue is the main source of funding for operating expenditures incurred during the financial plan period which begins on January 1. As a result, short term borrowing is required to fund operating expenditures between January 1 and August 1.

Under section 404 of the *Local Government Act* (Revenue anticipation borrowing), a Board may, by bylaw, provide for the borrowing of money that may be necessary to meet its current lawful expenditures before its revenue, from all sources, to pay for those expenditures has been received. Money borrowed for this purpose must be repaid when the anticipated revenue with respect to which the borrowing was authorized is received.

DISCUSSION

The Sunshine Coast Regional District has historically enacted a Revenue Anticipation Bylaw, annually, to provide for short term borrowing to fund a portion of operating expenditures included in the financial plan until such time as tax requisition funds have been received.

The maximum amount that may be authorized by bylaw is 75% of all property taxes imposed in the preceding year. The 2019 Revenue Anticipation Bylaw authorized borrowing of up to \$8,000,000 which was deemed sufficient; however, at only 42.1% of the proceeding years property taxes, a portion of operating expenses were funded through unsubscribed investment of reserve funds, with interest charged internally to compensate.

The maximum revenue anticipation borrowing amount of \$8,000,000 has not changed since 2010. Taxation has increased by over 50% during the same time period. As a result, for 2020, staff recommend increasing the authorized borrowing amount to \$12,500,000 to increase flexibility with respect to operating cash flow management.

The table below summarizes the maximum borrowing as a percentage of the prior year's ad valorem taxation for 2010, when the amount was last increased, 2019 and the proposed amount for 2020.

	2010	2019	2020 (proposed)
Maximum Revenue Anticipation Borrowing	\$8,000,000	\$8,000,000	\$12,500,000
Prior Year Ad Valorem Property Taxation	\$13,090,864	\$18,990,745	\$20,218,598
Borrowing Percentage	61.1%	42.1%	61.8%

Funds are borrowed through the Municipal Finance Authority (MFA) and are repaid as soon as possible after receipt of the tax revenue. Interest expenses incurred on short term borrowing are offset by revenue from the investment of tax requisition funds in the latter half of the year. These amounts are included in the annual financial plan under General Government.

Financial Implications

Short term borrowing through the MFA incurs interest based on a floating daily rate. The current interest rate as of December 3 was 2.465%.

Actual interest expenses incurred are dependent on the amount and duration of borrowing as well as the interest rate in effect at the time. The interest expense is offset by income earned on the investment of tax requisition funds in the latter half of the year.

There are no fees to setup the loan and funds can be accessed as required. Repayment can be made at any time without notice or penalty.

Timeline for next steps or estimated completion date

Subject to adoption of the Bylaw, a loan application will be submitted to the Municipal Finance Authority in the first quarter of 2020. Final approval of the loan is contingent on a loan agreement and promissory note being signed by the appropriate signing authorities.

STRATEGIC PLAN AND RELATED POLICIES

The annual Financial Plan includes allowances for interest expenses on short term revenue anticipation borrowing, offset by investment income earned on the investment of tax requisition funds in the latter half of the year.

CONCLUSION

Under section 404 of the *Local Government Act*, a Board may, by bylaw, provide for the borrowing of money that may be necessary to meet its current lawful expenditures before its revenue, from all sources, to pay for those expenditures has been received.

Annual property tax revenue used to fund operating expenditures is not received until August 1st in each year. The Sunshine Coast Regional District has historically enacted a Revenue Anticipation Bylaw to provide for short term borrowing to fund a portion operating expenditures incurred between January 1 and August 1.

Funds borrowed are required to be repaid upon receipt of the revenue in question. Interest expenses are offset by investment income earned on the investment of tax funds in the latter half of the year.

Staff recommend proceeding with the bylaw to authorize borrowing that may be necessary to meet current lawful expenditures.

Reviewed by:			
Manager		Finance	X-B.Wing
GM		Legislative	
CAO		Other	

BYLAW NO. 723