



SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE

Round 1 Budget Meetings

Tuesday, February 5, 2019
SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AMENDED AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

1. Heather Evans-Cullen, Library Director (with Board Members: Janet Hodgkinson, Rob Flux and Allison Sawyer)
Gibsons and District Public Library

Regarding: i) 2019 Budget Request
ii) Communications: Correspondence dated November 12, 2018, 2019 Budget, Notes to 2019 Budget, 5 Year Budget Plan 2019 – 2023 and Library Strategic Plan
(Received at December 1, 2018 Pre-Budget)

Annex A
Pages 1-82

2. Ann Hopkins, Library Board Chair and Shelley Archibald, Chief Librarian
Sechelt Public Library

Regarding: i) 2019 Budget Request
ii) Communications: **2019-2020 Budget (with 2018 Budget), Five-Year Agreement Proposal, Technology and Automation in Sechelt Public Library, Funders 2013-2017 Per Capita Results**
(New Information)

Annex B
pp. 83-104

⇒**ADD** Correspondence from Sechelt Public Library dated January 24, 2019

pp.104a-104i

3. Mike Clement, Board President (with Directors Angela Gursche and Lorraine Goddard)
Sunshine Coast Museum and Archives

Regarding: i) 2019 Budget Request
ii) Communications: **Correspondence dated January 16, 2019, 2019 Budget Summary with 2018 Budget vs. Actuals, 2019-2023 Financial Plan**
(New Information)

Annex C
pp. 105-109

4. Billy Griffiths, President and Sam Hughes, Manager
Egmont Heritage Centre / Skookumchuck Heritage Society

Regarding: i) 2019 Budget Request
ii) Communications: Correspondence dated November 14, 2018, **2019 Budget revised January 8, 2019** and Budget Proposal for Special Project Request
(New Information)

Annex D
pp. 110-113

5. Sue Lamb, Wendy White and Stephanie Anderson, Coordinators
Halfmoon Bay – Chatelech Community School Association

Regarding: i) 2019 Budget Request
ii) Communications: Correspondence dated November 13, 2018, 2019 Budget (July 1, 2018 to June 30, 2019) and Profit Loss Statement (July 1, 2018 to October 31, 2018)
(Received at December 1, 2018 Pre-Budget)

Annex E
pp. 114-121

6. Francine Clohosey, Manager
Pender Harbour Community School Society

Regarding: i) 2019 Budget Request
ii) Communications: 2019 Budget Request for Community Recreation Program, 2019 Budget Request for Youth Programs, **Community Recreation Program Final Report dated December 30, 2018, Community Recreation Program Quarterly Report dated December 31, 2018**
(New Information)

Annex F
pp. 122-142

7. Paul Kamon, Executive Director
Sunshine Coast Tourism

Regarding: i) 2019 Budget Request
ii) Communications: Correspondence dated
November 13, 2018, **Introduction to Sunshine
Coast Tourism, 2016-2017 Financials Fiscal,
2017-2018 Financials Fiscal, Budget - Fiscal
2018-2019, Destination BC Provincial Coop
Marketing - Post Project Report 2017-2018.
Destination BC Provincial Coop Marketing -
Interim Project Report 2018-2019**
(New Information)

Annex G
pp. 143-186

8. Linda Williams, Director (with Directors, Verna Chan and Deanne
Mineau)
Coast Cultural Alliance

Regarding: i) 2019 Budget Request
ii) Communications: Correspondence dated
November 9, 2018, **2018 Sunshine Coast Art
Crawl Information, Statistic for Art Crawl**
(New Information)

Annex H
pp. 187-198

COMMUNICATIONS

9. Sunshine Coast Community Services – Youth Outreach Worker
Program

Annex I
pp. 199-206

Regarding: Program Introduction, 2019 Budget with Five
Year Plan and Letters of Support for Program
(Received at December 1, 2018 Pre-Budget)

10. Gibsons and District Chamber of Commerce

Annex J
pp. 207-208

Regarding: **Correspondence dated January 28, 2019**
(New Information)

11. Roberts Creek Community Library

Annex K
p. 209

Regarding: 2019 Budget with 2018 Budget vs. Actuals
(Received at December 1, 2018 Pre-Budget)

12. Pender Harbour Reading Centre

Annex L
pp. 210-214

Regarding: 2019 Budget Proposal and 2019 Budget with
2018 Budget vs. Actuals
(Received at December 1, 2018 Pre-Budget)

13. Sechelt Community Archives
Regarding: 2019 Budget including 2018 Budget vs. Actuals
(Received at December 1, 2018 Pre-Budget) Annex M
p. 215
14. Pender Harbour Health Centre
Regarding: Correspondence dated November 12, 2018,
Current 2018-2019 Budget and Projections, 2019 Proposed
Budget, Five Year Operational Plan and PHHC Overview
(Received at December 1, 2018 Pre-Budget) Annex N
pp. 216-225
15. Sechelt Community Schools
Regarding: Correspondence dated November 13, 2018
(Sechelt Youth Centre), 2018-2019 Budget for Sechelt
Youth Centre, 2017-2018 Budget for Sechelt Youth Centre,
Correspondence dated November 13, 2018 (Youth
Programs), 2018-2019 Budget for Youth Programs, 2017-
2018 Budget for Youth Programs, June 2017 to June 2018
Annual Report
(Received at December 1, 2018 Pre-Budget) Annex O
pp. 226-243
16. Roberts Creek Community School
Regarding: Nights Alive Program Introduction, 2019
Budget (July 1, 2018 to June 30, 2019), 2019 Budget with
Five Year Plan
(Received at December 1, 2018 Pre-Budget) Annex P
pp. 244-247
17. Pender Harbour and District Chamber of Commerce
Regarding: Correspondence date November 11, 2018
(Received at December 1, 2018 Pre-Budget) Annex Q
pp. 248-266
18. ⇒**ADD** Referral from January 31, 2019 Corporate and
Administrative Services Committee meeting
Seniors Planning Table – Request for Funding pp. 266a – 266d
pp. 104a-104d

REPORTS

19. General Manager, Corporate Services / Chief Financial Officer –
Rural Areas' Grant-in-Aid and Economic Development 2018 Carry-
Forwards
(Voting – A, B, D, E and F) Annex R
pp. 267-271

NEW BUSINESS

IN CAMERA

ADJOURNMENT

JAN 28 2019**CHIEF ADMINISTRATIVE
OFFICER**

January 24, 2019

To all Directors of the SCRD,

I would like to thank you for the opportunity to add to this important discussion.

I can certainly understand the need for conversation around this request and I appreciate being able to add some depth and context to this subject. I commend Director McMahon for her investigation into the statistics that libraries provide and I will certainly come back to her comments as I think they are particularly helpful in outlining the difficulties Sechelt Library is facing.

As was pointed out, the financial amounts given to the two libraries are almost the same. While this allows Gibsons to offer a good level of service for its population, Sechelt hits a wall when trying to move beyond serving the same amount of people as Gibsons. In short - serving more people requires a larger budget. As I will show below, Sechelt has more than 19,000 more people through our doors in a given year than does Gibsons, we process 11% more physical materials, we have 30% more active card users, we provide 80% more technology services and we have more children to serve than does Gibsons. This comparison is only meant to show that our budget requests fall in line with the level of service we provide at Sechelt Library.

I will be as brief as possible while still trying to give the larger context around libraries and our request. I'd like to form the discussion in the following way:

- An explanation that the Sechelt Library request for funding is not a request for per capita funding and that none of our requests are based on per capita funding
- An explanation of how the funding request was constructed based on current operational needs - on maintaining the service level that was provided at the beginning of 2018 and our immediate future needs - not on a comparison with other libraries
- A summary of what the funding request will actually fund and what will happen operationally should there not be sufficient funding to maintain services
- An explanation of context around statistics and why it is difficult to compare Gibsons and Sechelt with a look at some of the statistics provided by the Ministry of Education

Funding request is not a request for per capita funding

First, I would like to say that this budget request is not based on a request for per capita funding. We stated in our funding proposal that per capita funding played no part in configuring this request. Further, should we receive our request, we still will not be funded at the same per capita level as Gibsons. While per capita funding was a goal stated in the Five Year Agreement

signed in 2013 with our funders - it was not the goal of the current request under examination. We did not look at other libraries and how they are funded, but instead, looked solely at our current financial situation relative to the costs associated with our current level of service.

How the funding request was formulated

When I came to the Sechelt Library in July of 2018, the first thing I did was what any good administrator does - I looked at the budget. I looked at where we stood with the actuals and then looked at projected costs as well as anticipated costs that were not projected, such as union negotiated increases and some part-time staff that were about to become eligible for benefits. When the numbers were calculated, we realized that we did not have the financial resources to replace the Children and Youth Coordinator position that had become vacant in June. Being unable to provide Children's services left us unable to fulfill our obligations as outlined in our MOU with our funders. It was, therefore, decided that when our Adult Coordinator resigned in December, we would hire a temporary Children and Youth Coordinator and leave the Adult Coordinator position unfilled.

This investigation into the budget went further and I discovered that our server and many of our public computers were at their end of lifespan, but that we had no budget to replace this necessary infrastructure that keeps us functional. As you will see in the conversation below, we are used as a technology hub by our community and without a budget to replace this necessary infrastructure, we are at risk of becoming barely functional for our patrons.

When I looked at the materials budget, I saw that spending for physical books has been static for quite some time. While this may not seem like a big deal, my job is also to watch for potential issues that could arise in the future. What I saw was that Sechelt Library is currently a net lender for Interlink (this means we lend out more books to the rest of the province than we borrow). As such, the financial arrangement for this means that we don't pay the province for the privilege of our customers having access to collections from much larger libraries - we only pay in terms of staff who process the materials coming in and going out to the province. This is a minimal cost considering the number of items that come in and out of the library. Should spending in our collection stay static while other libraries continue to put more money into their collections, we will eventually become a net borrower and not a net lender. That means that we would eventually pay for the privilege of borrowing books around the province - something that would further strain an already strained budget.

The request for increased bandwidth is based on the large number of customers who come in to use our wifi on a daily basis. This topic will be covered a bit more in depth when we get into the provincial statistics. With our current usage, we have gone beyond what we can handle.

All of the above were the factors that led to the current request for funding. I understand that there was a lot of political discussion around funding before my arrival. This discussion has had no bearing on this assessment of our funding needs. The entirety of the request is based on operational needs and not on a comparison of funding with other libraries. We simply determined what we provided prior to my arrival and what could be maintained with the current level of funding while considering increased costs.

Funding request and operations depending on funding levels

I've mentioned many of the factors in our budget request in the previous section and won't repeat them all here. I'll simply outline some of the operational consequences of different funding levels.

Adult Coordinator - As mentioned above, we have left the position of Adult Coordinator unfilled as we do not have the means in our budget to fill it. Without increased funding, this position will remain unfilled. The adult coordinator position is actually a key position when we think about increasing the number of people who sign up for library cards. Many people are surprised to find out what the library has to offer. It is through outreach events provided by an Adult Coordinator that people find out about our services. This is an important part of the Adult Coordinator position. As was pointed out; we could be doing a better job getting more people signed up with library cards. This is a question of capacity. If we don't have the resources to reach out to the community, we can't engage more people with our services.

The social consequences of not filling this position are also extreme. With a large senior population, adult programs are a key method for remaining cognitively active, creating social connections (which has been shown to be a key factor in brain health) and staying socially aware. Our adult programs also play a large role in Sechelt Library's commitment to reconciliation as we partner with the Syiyaya movement to hold programs to promote understanding between all of those who live on the Sunshine Coast.

Book Budget - I've outlined this issue earlier and so I won't repeat it here. Without an increase in the books budget, we can anticipate increased future costs for interlibrary loans as we will likely become a net borrower rather than lender.

Maintaining interlibrary loans - This is a hugely successful program that provides books from around the province to those in our community who wish to borrow them. At the moment, the only cost to this is a slight increase in staffing (with accompanying benefits) to maintain this service. We also recognize that this increase in cost comes back to the community as our staff purchase homes, buy groceries and services from local business and are able to raise families here because they have work.

Context to Statistics while comparing Gibsons and Sechelt

Gibsons and District Library is an excellent library and their Chief Librarian has been incredibly helpful to me since my arrival.

I am always hesitant to compare libraries as it can seem like they are being pitted against each other rather than recognizing the amazing work each does for their own communities. As Councillor McMahon points out - every community is different and has different needs. I'd like to outline some of those differences here:

The people through our doors: According to the ministry's statistics, Sechelt Library has over **19,000** more visitors per year through our doors per year than does Gibsons. Whether or not these are cardholders, **19,000** more people represent more work needed to meet their needs. We also need to consider something else when looking at these statistics. Gibsons maintains a program room where they hold most of their children and adult programs. This means that all of those who come to those programs walk through the library doors and get counted in the statistics. In contrast, Sechelt does not have its own program room, but instead, has to rely on booking rooms from the District. This could mean that programs happen across the hall from the library, at Rockwood Centre, at the Seaside Centre or even Mission Point. Those attending do not get counted as visitors to the library because these events happen outside library walls. For instance, while Gibsons held **8** children's programs outside the library in 2017, Sechelt held **78**. These program attendees *do not* get counted as visitors to the Sechelt Library. Young adult program outreach was listed as **51** for Sechelt in 2017 compared to **3** for Gibsons. Again, those attending would not be considered as visitors to the library. When we look at programs held inside the library for 2017, Gibsons held **427** while Sechelt only held **243**. All our other programs happen outside library walls. As a small matter of interest, it must also be noted that it is more work to hold programs outside the library as time and resources need to be spent planning, booking and carrying items to outside locations. In total, we more than double the amount of programming offered outside library walls than does Gibsons who directly benefits from having facilities that make in-house programming more viable.

So, since their attendees get counted as visitors and most of ours do not, we can say with certainty that the difference in visitors to the library far exceeds the more than **19,000** visits listed in the statistics provided by the Ministry. More people in the library means more time and work for our staff to meet their needs.

Physical Materials: Circulations statistics were one of the item lines mentioned when comparing Gibsons and Sechelt. I'd like to look at those statistics in a bit more depth. I'm looking at the statistics that answers the question: *what takes time and work?* So, when we look at circulation statistics, I'm going to look at column AD in the ministry statistics that looks at "*Total circulation of print and other physical materials.*" Why is this important? It's important

because physical materials pass through the hands of staff - they need to be processed when returned to the library. Here, we can see that while Gibsons circulated **148,351** physical items,

Sechelt circulated **164,748** items. That means an extra **16,397** items per year had to pass through the hands of staff as they were returned - that is **11%** more work generated by differences in our circulation.

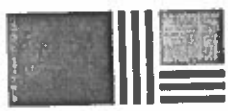
Active Card Holders: Another statistic that was mentioned was the amount of people in each community who have library cards. If we're looking at statistics that represent more people, more materials, more use etc - we need to look at statistics of *"Total Active Card Users at Year End."* This statistic tells us not how many people have library cards, but how many people are using their library card. Found in column "R" of the statistics, we can see that in 2017, Gibsons had a total of **6,171** active card holders while Sechelt had **8,009**. That means that Sechelt has **30%** more active card holders than does Gibsons.

BCOne Card Holders: Sechelt has almost **2,000** more active BCOne card holders than does Gibsons. This translates into more than double the amount of print and other physical matter that get circulated to onecard users. In 2017, Gibsons processed **10,907** physical items from OneCard Holders while Sechelt processed **22,778** items - more than double the amount of items. I point this out merely to show that Sechelt Library card holders do not represent all of those who use Sechelt Library and we serve more than those who hold a Sechelt Library card.

Technology usage and its impact: Councillor McMahon mentioned the contrast in technology usage between the two libraries. This is actually a major point of differentiation and signifies a huge difference in the amount of time and work our community wishes to have from our staff. In 2017, Gibsons provided **5,984** workstation sessions. That means that people used Gibsons computers that number of times in a year. In comparison, Sechelt computers were used **14,065** times by visitors. This directly corresponds to how busy the staff is as they end up helping these people use our computers. This help is often complex and time consuming. It could mean helping someone navigate a government website, use software to create a resume, or simply format their document. All libraries are currently struggling with the fact that this type of help requires far more from staff in terms of time and attention. The difference in numbers represents more than an **80%** difference in terms of numbers of people using this service. This directly corresponds to added staff time and work.

It became untenable for staff to meet this customer demand and so the library responded strategically by creating a Technology Coordinator position. We did this precisely because of what Director McMahon has pointed to - communities use libraries in a variety of ways and this is what our community wants from us. We of course did not have the budget to create a new position, so instead chose to not re-fill a Supervisor position when a retirement created an opening in that position. Rather, we focused on community needs and put that allotted amount into the Technology Coordinator position and the Adult Coordinator. So, on top of the numbers

of computer use and the help required by patrons during those sessions, we also offer a number of other technology services that are often booked a month or two in advance. Clearly, this is a service needed and wanted by the community.



Bandwidth: When we speak about our wireless not being sufficient, our numbers indicate why. In 2017, wireless internet was used in Gibsons a total of **8,205** times while it was used **17,463** times in Sechelt. Sechelt is clearly being used as a hub for technology and we are pleased to provide this service. When we speak about different needs in different communities, technology is clearly a need in the areas Sechelt Library provides services for. This directly corresponds to our request for increased bandwidth.

Differences in our communities: A comment I have heard since arriving in Sechelt is that Gibsons is where the young children are and Sechelt is where the older adults are. I believe this is stated to mean that Sechelt does not serve the same amount of children as Gibsons. While those statistics may bear out in our communities, they do not bear out in how the library is used. If we look at the circulation of children's material, Gibsons circulated **34,962** children's items in 2017, whereas Sechelt circulated **43,520** items. Gibsons has **596** children registered while Sechelt has **817**. This means that we have a larger number of children to serve and need services to be able to do that.

An area where we do actually need to do better is providing services to adults. It can't be denied that proportionally the areas that Sechelt Library serves holds a large number of older adult residents. We are not doing enough to serve this population. We only recently added an adult programmer two years ago, and have now been forced to leave that position unfilled. When we talk about the differences between the two libraries, Gibsons is better able to serve this population as they held a total of **324** adult programs in 2017 while Sechelt held **147**. This difference is striking and points to the fact that we are not adequately serving a massive part of our population. We have tried to catch up and showed a dramatic increase in attendees in adult programs between 2017 and 2018, but like any new service, it takes time to build. With the current disruption of leaving the position unfilled, this puts us behind even further.

Interestingly, in a random survey done in Trail Bay Mall of people passing through, it was discovered that of **700** people questioned - **5%** used the Sechelt Library daily and **50%** used it weekly. They were not asked if they had library cards - just simply asked about use. Another piece of the puzzle when we talk about not serving adults adequately stems from the difference in the physical sizes of our library. Gibsons has a total of **648** square feet while Sechelt only possesses **517** square feet of space. This is a separate issue that the board is working to solve as it launches a capital campaign. We are looking for every way that we can to serve our population better and the budget issue is only one way.

A different way to look at per capita: I realize that the history of funding as it pertains to per capita is a difficult issue for many. That is one of the reasons we did not use it as a measure when we created the budget request. By simply looking at operational requirements, we were able to determine where we needed increased help. We included the per capita statistics at the end of our request to simply point out that our request was not out of line for what other libraries

are receiving for support. As I mentioned in the beginning - this request will not bring us up to the per capita funding level of Gibsons and that was never the intent of our ask.

But, perhaps there is another way to look at it. In the Ministry's statistics they outline the following: Gibsons spent \$58.90 per capita while Sechelt spent \$40.78 per capita. Rather than looking at what the library is *'getting,'* we can look at what the community is *receiving*. When we spend so much less per capita, it is no wonder that some of our measurements do not far exceed Gibsons as Councillor McMahon pointed out. Gibsons is receiving funding that meets the needs of their population. We are receiving funding that meets the needs of a population the size of Gibsons. We would like to change that so that all our measurements match the differences in the numbers of populace in each area. It is difficult to expand and to reach even more people when we don't have the capacity to do so. What Councillor McMahon's comments indicate is that we need to be doing more to reach our adult population. The number of older adults and the societal needs that they represent are ones that libraries all over the country are moving toward meeting: a need for social inclusion, to remain cognitively active, to provide reference and referral help. These are all important and are the reason we are asking for funds to fill the Adult Coordinator position.

I hope this has helped answer some of the questions and gives some context around statistics and the differences between the Gibsons and Sechelt. I have tried to be as brief as possible while trying to be comprehensive.

There is indeed a difference in our communities and with numbers showing that our Children's services are being well used, our technology services are exceptionally well used and the need to improve our services to adults has been clearly demonstrated (something we are repeatedly asked for), we've shown the need for the budget request that has been submitted. I'd be pleased to answer any other questions that are being asked in relation to our funding request and I once again thank you for this opportunity as I recognize that this is a complicated issue that requires time and explanations. Thank you for giving me your time and allowing me to explain our situation a bit further.

If you are a numbers person, there is an excel spreadsheet attached that outlines some of the statistics talked about here.

Best,

Elle Archibald
Chief Librarian, Sechelt Public Library

Visits per hours open	diff	% more visits per hours open	Internet Connected Workstations	diff	% fewer Internet Connected Workstations	Space	diff	% less space
45.1	6.9	15.3%	17	2	13%	614	67	12%
52.0			15			547		

	Total Circulation print and other materials	dif	% more circulation of print and other materials	Active cardholders	dif	% more active cardholders	In person visits	diff	% more inperson visits
Gibsons Sechelt	148,351	16,397	11%	6,171	1,838	30%	106,457	19,143	18.0%
	164,748			8,009			125,600		



RECEIVED

DEC 24 2018

S.C.R.D.

MASTER FILE COPY

December 13, 2018

Re: Request for Funding for Seniors Planning Table for the Budget Year 2019/2020

Dear Mayors, Chief, Directors and Municipal Councillors of the Sunshine Coast,

As you may know the Sunshine Coast Resource Centre's Seniors Planning Table Program has been in operation now for four years. In the Fall of 2014 over 30 seniors' service providers, organizations and community seniors advocates came together for two half day meetings to discuss the need for a Seniors Planning Table and then to develop a Vision, a Mission and a Values Statement for the Table. In the last four years we have had many successes.

In our first year we received a \$20,000 grant from the Sunshine Coast Community Foundation. We were up and running fairly quickly, hiring a program coordinator with exceptional provincial and federal experience in the field of seniors. Two priorities were agreed to by the members of the Table - the first being Communication and Collaboration among members and the second Safety for Older Adults. A Senior Service Mapping Session took place to assess and improve the connections and communication among the many services and organizations working with seniors on the coast and to establish five Action Groups in the following areas: Elder Abuse, Dementia Care, Safety in the Home, Appropriate Seniors Housing, and Public Relations. We also hosted the BC Seniors Advocate Isobel Mackenzie at a meeting at the Sechelt Seniors Center where she released her report on Seniors Housing in BC. Over 140 people attended.

In our second year the District of Sechelt contracted with the Resource Centre's Seniors Planning Table to do an Age Friendly Report that highlighted what the community was passionate about regarding creating an age friendly place to live. The process was very successful because we engaged the community at a grassroots level in many ways, including eight focus groups in the various regions of the coast and a community-wide questionnaire. The information gathered was then turned into recommendations which were directed to the appropriate agency or organization.

In our third year, with no funding, the Volunteer Steering Committee decided to focus on recommendations in the Age Friendly Report. Four Table meetings were held focusing on these areas:

1. Home Support/Care
2. District of Sechelt Bylaw Changes and Communication with Hospice and the Division of Family Practice
3. Pender Harbour Health Center and P.H. Seniors Initiatives
4. Affordable Housing

Other recommendations appropriate to the Seniors Planning Table were also followed up on.

In this, our fourth year, we received funding from the District of Sechelt of \$20,000 and are now beginning to gather information on these three areas of the Age Friendly Report recommendations:

1. Isolation
2. Intergenerational opportunities
3. The value of each individual

Our next step will be to hold a Seniors Planning Table Meeting in January where we will explore what we are currently doing to address these three recommendations.

Following this meeting, we will scan other similar small and somewhat isolated communities in BC to research what they have done for seniors in their community in these three thematic areas and what their outcomes have been in terms of success and challenges. This work will be completed by the end of June 2019.

Our plan for the year July 2019 to 2020 is to utilize a community engagement process in the various areas on the Sunshine Coast to discuss what we have learned from our research with other small communities that are working to decrease isolation and enhance intergenerational communication and the value of each individual. Through this process, we hope to hear, in depth, from groups of seniors what their needs are in these areas. We can then assess which of the various programs from other communities would work in ours. When these consultations are complete, a few of the programs identified as appropriate to address these issues will be piloted on the coast and results will be assessed.

We will also continue with the three to four Seniors Planning Table Meetings that we hold each year.

To do this work, we are requesting funding in the amount of \$50,000.00 in total from the SCRD, District of Sechelt, Sechelt Indian Government District and Town of Gibsons to be able to continue to pay a Coordinator and to complete the 2019-2020 community engagement project outlined above. A completed report will be provided to all local governments.

If you require further information about this request, please do not hesitate to contact us.

Respectfully,

The block contains two handwritten signatures. The first signature, on the left, is 'Anne Titcomb' written in a cursive script. The second signature, on the right, is 'Gloria Lifton' also written in a cursive script.

Anne Titcomb, Chair - Sunshine Coast Resource Centre Society
Gloria Lifton, Co-Chair - Seniors Planning Table

cc. Chair, SCRD - Lori Pratt (Area B)
shíshálh Nation Chief - Warren Paull
Mayor of Sechelt - Darnelda Siegers
Mayor of Gibsons - Bill Beamish
SCRD Area Directors –
Leonard Lee (Area A), Donna McMahon (Area E), Andreas Tize
(Area D), Mark Hiltz (Area F)
Sechelt Councillors –
Janice Kuester, Thomas Lamb, Matt McLean, Brenda Rowe,
Eric Scott, Alton Toth
SIGD Councillors –
Keith Julius, Alvina Paul, Cory August, Selina August
Gibsons Councillors –
Annmarie de Andrade, David Croal, Aleria Ladwig, Stafford Lumley
CAO, SCRD – Janette Loveys
CAO, District of Sechelt – Andrew Yeates
CAO, Sechelt Indian Government District – Linda Simon
CAO, Town of Gibsons – Emanuel Machado