



SUNSHINE COAST REGIONAL DISTRICT

March 30, 2020

MINUTES OF THE SPECIAL EMERGENCY 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	L. Lee
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	D. Siegers
		District of Sechelt	A. Toth
		Town of Gibsons	D. Croal
ALSO PRESENT:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	Senior Manager, Human Resources		G. Parker
	Admin. Assistant, Corporate Services/Recorder		T. Crosby
	Media		0
	Public		35

**Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER 9:31 a.m.

AGENDA **It was moved and seconded**

129/20 THAT the agenda for the meeting be adopted as presented.

CARRIED

REPORTS

2020-24 Financial
Plan Amendments **It was moved and seconded**

130/20 THAT the report titled Proposed Amendments to the 2020-2024 Financial Plan – COVID-19 Response be received;

130/20 cont.

AND THAT the funding sources for the following projects approved in the 2020-2024 Financial Plan be changed from Taxation to Operating Reserves:

- Community Recreation [615]
 - Gibsons and District Aquatic Facility Critical Capital Components \$25,000
 - Community Recreation Facilities – Future Planning \$25,000
 - Community Recreation Facilities – Non-Critical Capital Asset Renewal \$166,500
- Rural Planning [504]
 - Field Road Space Planning and Information Technology Hardware \$7,212

AND THAT the following projects approved in the 2020-2024 Financial be deferred to 2021 and funded from Operating Reserves:

- Community Sustainability [136]
 - Building Adaptive and Resilient Communities (BARC) – Climate Action Framework \$20,000
 - Community Emissions Analysis \$50,000
- Regional Planning [500]
 - Regional Housing Conference Partnership \$10,000
- Community Parks [650]
 - Suncoaster Trail (Phase 2) \$15,000

AND THAT the following projects approved in the 2020-2024 Financial be deferred to 2021 as previously approved:

- Feasibility [150]
 - Watershed Governance Feasibility Study \$21,865
- Public Transit [310]
 - Youth Transit Demand Assessment Survey and Youth Transit Pilot Project \$14,271

AND THAT the full time equivalency (FTE) positions approved in the 2020-2024 Financial Plan be deferred to 2021:

- | | | |
|---|----------|----------|
| • Employee and Volunteer Engagement | 0.20 FTE | \$15,950 |
| • Sustainability Services | 0.67 FTE | \$77,055 |
| • Strategic Planning Coordinator | 0.50 FTE | \$33,555 |
| • Strategic Planning Technician | 0.25 FTE | \$15,789 |
| • Transit Service Person | 0.38 FTE | \$20,074 |
| • Infrastructure Services Assistant | 0.50 FTE | \$27,729 |
| • Planning Technician (pro-rated value 2020) | 0.80 FTE | \$46,141 |
| • Lifeguard 1, PHAFC, Increase by 0.13 FTE | 0.13 FTE | \$6,200 |
| • Aquatic Supervisor, PHAFC, Increase by 0.20 FTE | 0.20 FTE | \$12,971 |

130/20 cont.

- 3 Year Pilot Project (2020-2022) – 0.25 FTE \$15,231
Training and Development
Program (Recreation)

AND THAT the positions of Water Conservation Technician at 0.67 FTE and Infrastructure Capital Project Technician at 0.40 FTE remain in the 2020-2024 Financial Plan;

AND THAT the following annual and other contributions to reserves approved in the 2020-2024 Financial be reduced for 2020:

- Human Resources [115] \$10,000
- Information Technology [117] \$10,000
- Elections [131] \$14,000
- Cemetery [400] \$18,000
- Pender Harbour Health Centre [410] \$5,000
- Property Information and Mapping / Geographical Information Systems – Orthophoto acquisition [506] \$15,000
- Building Inspection Services [520] \$6,000
- Recreation Facilities [613] – Slide Inspection \$1,300
- Recreation Facilities [613] – Zamboni Battery \$4,000
- Pender Harbour Aquatic Facility [625] \$15,000
- Pender Harbour Aquatic Facility [625] – Fee Revenue for Fitness Equipment \$3,680
- Pender Harbour Aquatic Facility [625] – Fitness Equipment \$6,320
- Gibsons and District Public Library [640] \$50,000
- Community Parks [650] – Parks Hut Replacement \$50,000
- Community Parks [650] – Building Repairs \$10,000
- Community Parks [650] – Sand for Top Dressing of Sports Fields \$5,000
- Community Parks [650] – Sports Field Maintenance \$6,000
- Bicycle and Walking Paths [665] \$10,000

AND THAT the following contributions to reserves approved in the 2020-2024 Financial be amended with portions deferred to 2021:

- Gibsons and District Fire Protection [210]
 - Defer 2020 approved increase by 50% \$37,500
- Roberts Creek Fire Protection [212]
 - Defer 2020 approved increase by 50% \$25,000
- Halfmoon Bay Fire Protection [216]
 - Defer 2020 approved increase by 50% \$25,000
- Community Parks [650]
 - Defer \$45,000 of projects to 2021 \$45,000

AND THAT the following operating budget functions approved in the 2020-2024 Financial be partially funded through one-time use of operating reserves (reducing taxation):

130/20 cont.

• Administration [110]	\$100,000
• Finance [113]	\$100,000
• Human Resources [115]	\$50,000
• Elections [113]	\$50,000
• Property Information and Mapping [506]	\$25,000
• Civic Addressing [510]	\$25,000
• Bicycle and Walking Paths [665]	\$11,717

AND THAT the 2020-2024 Financial Plan and subsequent ad valorem tax be amended to reflect these changes;

AND FURTHER THAT the 2020-2024 Financial Plan Bylaw 724 be amended prior to the March 31, 2020 statutory deadline.

CARRIED

The Board moved In Camera at 10:56 a.m.

The Board recessed at 10:56 a.m. and reconvened at 11:08 a.m.

IN CAMERA It was moved and seconded

131/20 THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (c) and (k) of the *Community Charter* – “labour relations or other employee relations”, and “negotiations and related discussions 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”.

CARRIED

The Board moved out of In Camera at 11:25 a.m.

ADJOURNMENT It was moved and seconded

132/20 THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 11:27 a.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair