



SUNSHINE COAST REGIONAL DISTRICT

December 9, 2021

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

PRESENT*:	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area A	L. Lee
		Electoral Area B	L. Pratt
		Electoral Area D	A. Tize
		Electoral Area E	D. McMahon
		Electoral Area F	M. Hiltz
		District of Sechelt	A. Toth
		Town of Gibsons	B. Beamish
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	Corporate Officer		S. Reid
	GM, Corporate Services / Chief Financial Officer		T. Perreault (in part)
	GM, Planning and Community Development		I. Hall
	GM, Infrastructure Services		R. Rosenboom
	Senior Manager, Human Resources		G. Parker (in part)
	Deputy Corporate Officer / Recorder		J. Hill
	Media		0
	Public		1

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

CALL TO ORDER 2:08 p.m.

AGENDA **It was moved and seconded**

328/21 THAT the agenda for the meeting be adopted as amended by adding the following item under New Business:

- Stormwater Emergencies.

CARRIED

MINUTES

Minutes

It was moved and seconded

329/21

THAT the Regular Board meeting minutes of November 25, 2021 be adopted.

CARRIED**REPORTS**

Corporate

It was moved and seconded

330/21

THAT Corporate and Administrative Services Committee recommendation Nos. 1-9 of November 25, 2021 be received, adopted and acted upon as follows:

Recommendation No. 1 *2021 Audit Service Plan*

THAT the report titled MNP LLP – 2021 Audit Service Plan be received for information;

AND THAT the Audit Service Plan from MMP 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, 2021 be approved as presented.

Recommendation No. 2 *Directors' Roles and Responsibilities*

THAT the report titled Directors' Roles and Responsibilities be received for information;

AND THAT Directors McMahon, Toth and Pratt be appointed to an ad hoc committee to review the Directors' Roles and Responsibilities;

AND FURTHER THAT a revised version of the Directors' Roles and Responsibilities be brought back to a future committee in January 2022.

Recommendation No. 3 *2022 Resolutions to AVICC*

THAT the report titled 2022 Resolutions to the Association of Vancouver Island and Coastal Communities (AVICC) be received for information;

AND THAT topics for resolutions be identified for staff to draft and present for consideration at a January 20, 2022 Standing Committee meeting.

Recommendation No. 4 *2022 Budget Review*

THAT the report titled 2022 Budget Review be received for information.

330/21 cont.

Recommendation No. 5 *Allocation of Remaining COVID-19 Safe Restart Grant Funds*

THAT the report titled Allocation of Remaining COVID-19 Safe Restart Grant Funds be received for information;

AND THAT the following 2022 proposals be amended to be funded from unallocated COVID-19 Safe Restart Grant funds:

- Hybrid Meeting Solutions and Board Room Modifications (\$125,000);
- Meeting Management Solutions (\$25,000);
- Water Management Plan Implementation for Community Recreation Facilities [615] (\$26,500) and Pender Harbour Fitness and Aquatic Centre [625] (\$1,750);
- Temporary Backfill for Community Parks [650] (\$91,266);

AND FURTHER THAT a new budget proposal be brought forward to the 2022 Round 1 Budget deliberations for Reception Centre Modifications within the Administration Building [114] (\$40,143) funded through COVID-19 Safe Restart Grant funds.

Recommendation No. 6 *Fire Department 20-Year Capital Funding Plans*

THAT the report titled Fire Department 20-Year Capital Funding Plans be received for information;

AND THAT funding commitment considerations for Gibsons and District Fire Protection [210] and Halfmoon Bay Fire Protection [216] be referred to 2022 Round 1 Budget for more detail on the impact to the fire service and to allow an opportunity for the Gibsons and District Fire Commission to review;

AND THAT the annual funding commitment toward capital renewal for Roberts Creek Fire Protection [212] be increased to \$157,000 from \$150,000 starting in 2022;

AND THAT the capital renewal funding plan for the Egmont and District Fire Protection [218] be presented once the service's tax rate bylaw has been approved;

AND THAT the 2022-2026 financial plan be amended accordingly;

AND FURTHER THAT a subsequent report be brought forward to the Planning and Development Committee in Q2 2022 outlining the planning process for the alternative approval process for 2023 in contemplation of borrowing for future capital replacement needs for the fire services.

330/21 cont.

Recommendation No. 7 *Fire Department Funding Plan Information*

THAT a Gibsons and District Fire Commission Meeting be convened in early January 2022;

AND THAT the November 25, 2021 Staff Report - Fire Department 20-Year Capital Funding Plans, including any budget reports pertaining to the Fire Departments' Capital Plans, information on the Alternative Approval Process, an update and plan for existing Fire Protection Service capital and operating reserves, and current debt servicing update be forwarded to the Gibsons and District Fire Commission to be included on the January 2022 meeting agenda;

AND THAT the Town of Gibsons Director of Finance be invited to the Gibsons and District Fire Commission meeting;

AND FURTHER THAT similar information with respect to Fire Department capital funding plans and operations for the Egmont and Halfmoon Bay fire services be provided to the Electoral Area Directors for Areas A and B for the purpose of presentation to their respective communities.

Recommendation No. 8 *Insurance Invoices Over \$100,000*

THAT the report titled Insurance Invoices Over \$100,000: 2022 Municipal Insurance Association (MIA), Aon Reed Stenhouse Inc. (Aon) and Insurance Corporation of British Columbia (ICBC) be received for information;

AND THAT payment of up to \$120,000 be authorized for liability insurance to MIA;

AND THAT payment of up to \$300,300 be authorized for property insurance to Aon;

AND THAT payment of up to \$170,000 be authorized for fleet insurance to ICBC;

AND FURTHER THAT the 2022-2026 Financial Plan be amended to reflect the changes in premiums.

Recommendation No. 9 *2022-2023 BC Transit Annual Operating Agreement Draft Budget*

THAT the report titled 2022-2023 BC Transit Annual Operating Agreement Draft Budget be received for information;

AND THAT the 2022-2026 Financial Plan be updated to reflect the draft Annual Operating Agreement budget values, \$133,401 for 2022 and \$62,217 for 2023, while utilizing operating reserve funding to mitigate tax increases.

CARRIED

Infrastructure

It was moved and seconded

331/21

THAT Infrastructure Services Committee recommendation Nos. 4 and 5 of December 9, 2021 be received, adopted and acted upon as follows:

Recommendation No. 4
rescinded per Board
resolution 017/22 from
the January 27, 2022
Regular Board meeting.

Recommendation No. 4 *Roberts Creek Co-Housing Wastewater Treatment Plant – Update*

THAT the report titled Roberts Creek Co-Housing Wastewater Treatment Plant – Update be received for information;

AND THAT the Roberts Creek Co-Housing Waste Water Plant-Treatment System and Regulatory Enhancements project be increased to \$50,000 from \$30,000;

AND THAT the project be funded through a donation of \$15,000 from the Roberts Creek Co-Housing Strata and up to \$5,000 through Capital Reserves [392];

AND FURTHER THAT the 2021-2025 Financial Plan be amended accordingly.

Director Pratt opposed

Recommendation No. 5
rescinded per Board
resolution 017/22 from
the January 27, 2022
Regular Board meeting.

Recommendation No. 5 *Land Transfer shíshálh Nation Foundation Agreement - Update*

THAT the report titled Land Transfer shíshálh Nation Foundation Agreement- Update be received for information;

AND THAT staff, supported by SCRD legal counsel, be authorized to finalize a modification agreement to the Statutory Right of Way (SRW) over DL 2725 associated with water supply and telecommunication infrastructure that would allow for an extension of the term for a decision on the Release Areas for up to an additional 6 months;

AND FURTHER THAT the delegated authorities be authorized to execute this modification agreement to this SRW.

CARRIED

Appointments

It was moved and seconded

332/21

THAT the report titled 2022 Board Appointments be received for information;

AND THAT the following list of Board appointments be adopted by the Board:

332/21 cont.

Board Liaison Appointments to SCRD Advisory Committees

Agricultural Advisory Committee (AAC) (non-voting):

Board Liaison	Mark Hiltz
Alternate	Donna McMahon

Natural Resources Advisory Committee (NRAC) (non-voting):

Board Liaison	Andreas Tize
Alternate	Mark Hiltz

Solid Waste Management Plan Monitoring Advisory Committee (PMAC) (non-voting):

Board Liaison	Donna McMahon
Alternate	Alton Toth

Ports Monitors Committee (POMO) (non-voting):

Board Liaison	Mark Hiltz
Alternate	Lori Pratt

Water Supply Advisory Committee (WASAC) (non-voting):

Board Liaison	Andreas Tize
Alternate	Mark Hiltz

Director Appointments to SCRD Sub-Committees

Joint Use of Schools Subcommittee (2 appointees):

SCRD Appointees	Lori Pratt Darnelda Siegers
Alternate	Bill Beamish

Joint Watershed Management Advisory Committee (4 appointees and up 3 alternates):

SCRD Appointees	Mark Hiltz Bill Beamish Donna McMahon Darnelda Siegers
Alternate	Lori Pratt

Heritage Protocol Committee (all Directors per Committee Terms of Reference):

SCRD	All Directors
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Commissions

Gibsons & District Fire Commission (Area E and F appointees as per Bylaw No. 448):

Area F Appointee	Mark Hiltz
Area E Appointee	Donna McMahon

332/21 cont.

Appointments to Other Committees and Boards

Gibsons & District Library (*Library Act* – Director from one of the participating areas):

SCRD Appointee	Mark Hiltz
Alternate	Donna McMahon

Sechelt Public Library (*Library Act*):

SCRD Appointee	Leonard Lee
Alternate	Lori Pratt

Municipal Finance Authority (*Municipal Finance Authority Act*):

SCRD Appointee	Darnelda Siegers
Alternate	Mark Hiltz

Municipal Insurance Association:

SCRD Appointee	Darnelda Siegers
Alternate	Andreas Tize

Metro Vancouver Indigenous Relations Committee (one non-voting observer appointee):

SCRD Appointee	David Croal
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Island Coastal Economic Trust (ICET):

Board Appointee	Donna McMahon
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AVICC Special Committee on Solid Waste Management (one appointee):

SCRD Appointee	Donna McMahon
Alternate	Alton Toth

Ocean Watch Action Network:

Board Liaison	Mark Hiltz
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Sunshine Coast Youth Action and Awareness Committee (one appointee):

SCRD Appointee	Andreas Tize
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District of Sechelt Liquid Waste Management Plan – Steering Committee and Technical Advisory Committee:

SCRD Appointee	Andreas Tize
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Gibsons & District Chamber of Commerce (one liaison):

Board Liaison	Donna McMahon
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Sunshine Coast Seniors Planning Table:

Board Liaison	Leonard Lee
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Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee:

SCRD Appointee	Donna McMahon
Alternate	Andreas Tize

332/21 cont. Southern Sunshine Coast Ferry Advisory Committee (SCRD nominated and appointed by BC Ferries – term expires at the end of 2022):
SCRD Appointee Lori Pratt

Sunshine Coast Economic Development Organization (SCREDO):
SCRD Appointee Donna McMahon
Alternate Lori Pratt

CARRIED

Flooding EOC
Financial Update

It was moved and seconded

333/21

THAT the report titled Financial Update-Emergency Response to Regional Flooding Events be received for information;

AND THAT the SCRД continue to work with Emergency Management BC on reimbursements toward response costs;

AND FURTHER THAT a subsequent report be provided in January 2022 on total actual response costs and options on recovery plans for SCRД related services.

CARRIED

COMMUNICATIONS

Letter of Support

It was moved and seconded

334/21

THAT the correspondence from Karen Spicer, Vice President, Roberts Creek Community Association (RCCA) be received for information;

AND THAT the SCRД Board write a letter of support for the Roberts Creek Community Association (RCCA) regarding the Vision Zero Road Safety Grant;

AND FURTHER THAT the letter be sent on December 9, 2021.

CARRIED

BYLAWS

Bylaw 422.39

It was moved and seconded

335/21

THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.39, 2021* be read a first time.

Directors McMahon and Toth opposed

CARRIED

Bylaw 422.39 **It was moved and seconded**

336/21 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.39, 2021* be read a second time.

Directors McMahon and Toth opposed

CARRIED

Bylaw 422.39 **It was moved and seconded**

337/21 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.39, 2021* be read a third time.

Directors McMahon and Toth opposed

CARRIED

Bylaw 422.39 **It was moved and seconded**

338/21 THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.39, 2021* be adopted.

Directors McMahon and Toth opposed

CARRIED

Bylaw 428.23 **It was moved and seconded**

339/21 THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.23, 2021* be read a first time.

Director Pratt opposed

CARRIED

Bylaw 428.23 **It was moved and seconded**

340/21 THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.23, 2021* be second a first time.

Director Pratt opposed

CARRIED

Bylaw 428.23 **It was moved and seconded**

341/21 THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.23, 2021* be third a first time.

Director Pratt opposed

CARRIED

Bylaw 428.23 **It was moved and seconded**

342/21 THAT *Sunshine Coast Regional District Sewage Treatment Facilities Service Unit Amendment Bylaw No. 428.23, 2021* be adopted.

Director Pratt opposed

CARRIED

Director Toth left the meeting at 2:34 p.m.

Bylaw 430.14 **It was moved and seconded**

343/21 THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.14, 2021* be read a first time.

Director Pratt opposed

CARRIED

Bylaw 430.14 **It was moved and seconded**

344/21 THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.14, 2021* be read a second time.

Director Pratt opposed

CARRIED

Bylaw 430.14 **It was moved and seconded**

345/21 THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.14, 2021* be read a third time.

Director Pratt opposed

CARRIED

Bylaw 430.14 **It was moved and seconded**

346/21 THAT *Woodcreek Park Sewer User Rates Amendment Bylaw No. 430.14, 2021* be adopted.

Director Pratt opposed

CARRIED

Bylaw 431.26 **It was moved and seconded**

347/21 THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.26, 2021* be read a first time.

CARRIED

Bylaw 431.26 **It was moved and seconded**

348/21 THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.26, 2021* be read a second time.

CARRIED

Bylaw 431.26 **It was moved and seconded**

349/21 THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.26, 2021* be read a third time.

CARRIED

Bylaw 431.26 **It was moved and seconded**

350/21 THAT *Sunshine Coast Regional District Waste Collection Amendment Bylaw No. 431.26, 2021* be adopted.

CARRIED

Director Toth returned to the meeting at 2:37 p.m.

Bylaw 644.7 **It was moved and seconded**

351/21 THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.7, 2021* be read a first time.

Director Pratt opposed

CARRIED

Bylaw 644.7 **It was moved and seconded**

352/21 THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.7, 2021* be read a second time.

Director Pratt opposed

CARRIED

Bylaw 644.7 **It was moved and seconded**

353/21 THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.7, 2021* be read a third time.

Director Pratt opposed

CARRIED

Bylaw 644.7 **It was moved and seconded**

354/21 THAT *Painted Boat Sewage Treatment Facilities Fees and Charges Amendment Bylaw No. 644.7, 2021* be adopted.

Director Pratt opposed

CARRIED

Bylaw 714.5 **It was moved and seconded**

355/21 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.5, 2021* be read a first time.

Director Pratt opposed

CARRIED

Bylaw 714.5 **It was moved and seconded**

356/21 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.5, 2021* be read a second time.

Director Pratt opposed

CARRIED

Bylaw 714.5 **It was moved and seconded**

357/21 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.5, 2021* be read a third time.

Director Pratt opposed

CARRIED

Bylaw 714.5 **It was moved and seconded**

358/21 THAT *Sakinaw Ridge Community Sewage Treatment System Fees and Charges Amendment Bylaw No. 714.5, 2021* be adopted.

Director Pratt opposed

Bylaw 731.2 **It was moved and seconded**

359/21 THAT the report titled 2021-2025 Financial Plan Bylaw Amendments be received for information;

AND THAT the 2021-2025 Financial Plan Bylaw (731.1) and related schedules be amended to include changes from July 9, 2021 to December 9, 2021.

CARRIED

Bylaw 731.2 **It was moved and seconded**

360/21 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 731.2, 2021* be read a first time.

CARRIED

Bylaw 731.2 **It was moved and seconded**

361/21 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 731.2, 2021* be read a second time.

CARRIED

Bylaw 731.2 **It was moved and seconded**

362/21 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 731.2, 2021* be read a third time.

CARRIED

Bylaw 731.2 **It was moved and seconded**

363/21 THAT *Sunshine Coast Regional District Financial Plan Amendment Bylaw No. 731.2, 2021* be adopted.

CARRIED

Bylaw 733 **It was moved and seconded**

364/21 THAT the report titled 2022 Revenue Anticipation Borrowing Bylaw be received for information;

AND THAT *Sunshine Coast Regional District 2022 Revenue Anticipation Borrowing Bylaw No. 733, 2021* be given three readings and be adopted.

CARRIED

Bylaw 733 **It was moved and seconded**

365/21 THAT *Sunshine Coast Regional District 2022 Revenue Anticipation Borrowing Bylaw No. 733, 2021* be read a first time.

CARRIED

Bylaw 733 **It was moved and seconded**

366/21 THAT *Sunshine Coast Regional District 2022 Revenue Anticipation Borrowing Bylaw No. 733, 2021* be read a second time.

CARRIED

Bylaw 733 **It was moved and seconded**

367/21 THAT *Sunshine Coast Regional District 2022 Revenue Anticipation Borrowing Bylaw No. 733, 2021* be read a third time.

CARRIED

Bylaw 733 **It was moved and seconded**

368/21 THAT *Sunshine Coast Regional District 2022 Revenue Anticipation Borrowing Bylaw No. 733, 2021* be adopted.

CARRIED

Bylaw 1056.1 **It was moved and seconded**

369/21 THAT *Egmont and District Fire Protection Service Establishing Amendment Bylaw No. 1056.1, 2021* be read a first time.

CARRIED

Bylaw 1056.1 **It was moved and seconded**

370/21 THAT *Egmont and District Fire Protection Service Establishing Amendment Bylaw No. 1056.1, 2021* be read a second time.

CARRIED

Bylaw 1056.1 **It was moved and seconded**

371/21 THAT *Egmont and District Fire Protection Service Establishing Amendment Bylaw No. 1056.1, 2021* be read a third time.

CARRIED

DIRECTORS' REPORTS

Directors provided a verbal report of their activities.

NEW BUSINESS

The topic of Stormwater Emergencies was deferred to the January 13, 2022 Regular Board meeting.

The Board moved In Camera at 3:19 p.m.

IN CAMERA

It was moved and seconded

372/21

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (k), (m) and (2) (b) of the *Community Charter* – “personal information about an identifiable individual...”, “negotiations and related discussion respecting the proposed provision of a municipal service...”, “a matter that, under another enactment, is such that the public may be excluded from the meeting” and “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government...”.

CARRIED

The Board recessed at 3:20 p.m. and reconvened at 3:27 p.m.

The Board moved out of In Camera at 3:55 p.m.

ADJOURNMENT

It was moved and seconded

373/21

THAT the Regular Board meeting be adjourned.

CARRIED

The meeting adjourned at 3:55 p.m.

Certified correct _____

Corporate Officer

Confirmed this _____ day of _____

Chair