



## SUNSHINE COAST REGIONAL DISTRICT

September 28, 2023

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

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<b>PRESENT:</b>	Chair	Electoral Area A	L. Lee
	Directors	Electoral Area B	J. Gabias
		Electoral Area D	K. Backs
		Electoral Area E	D. McMahon
		Electoral Area F	K. Stamford
		District of Sechelt	D. Inkster
		District of Sechelt	A. Toth
		Town of Gibsons	S. White (in part)
<b>ALSO PRESENT:</b>	Chief Administrative Officer		D. McKinley
	GM, Community Services		S. Gagnon
	GM, Corporate Services		T. Perreault
	GM, Planning and Development		I. Hall
	Manager, Strategic Initiatives		M. Edbrooke (in part)
	Manager, Strategic Initiatives (Acting)		G. Starsage (in part)
	Chief Building Official		B. Kennett (in part)
	Manager, Legislative Services / Recorder		J. Hill
	Media		1
	Public		5

*\*Directors, staff, and other attendees present for the meeting may have participated by means of electronic or other communication facilities.*

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**CALL TO ORDER**     1:32 p.m.

**AGENDA**             **It was moved and seconded**

275/23                THAT the agenda for the meeting be adopted as presented.

**CARRIED**

### MINUTES

Minutes              **It was moved and seconded**

276/23                THAT the Regular Board meeting minutes of September 14, 2023 be adopted.

**CARRIED**

**REPORTS**

COW

**It was moved and seconded**

277/23

THAT Committee of the Whole recommendation Nos. 1-15 of September 14, 2023 be received, adopted and acted upon as follows:

**Recommendation No. 1**     *Water Supply Update*

THAT the presentation titled Water Supply Update be received for information.

**Recommendation No. 2**     *Emergency Preparedness Update*

THAT the presentation titled Emergency Preparedness Update be received for information.

**Recommendation No. 3**     *Impacts of Operating Emergency Operation Centers to the Sunshine Coast Regional District*

THAT the report titled Impacts of Operating Emergency Operation Centers to the Sunshine Coast Regional District be received for information.

**Recommendation No. 4**     *Sunshine Coast Regional District Bylaw Enforcement Policy Revisions*

THAT the report titled Sunshine Coast Regional District Bylaw Enforcement Policy Revisions be received for information;

AND THAT the Bylaw Enforcement Policy be adopted as presented.

**Recommendation No. 5**     *Frontage Waiver FRW00021 (10584 Wood Bay Ridge Road) – Electoral Area B*

THAT the report titled Frontage Waiver FRW00021 (10584 Wood Bay Ridge Road) – Electoral Area B be received for information;

AND THAT the requirement for a minimum 10% of the lot perimeter to front on the highway for proposed Lot 38 be waived.

**Recommendation No. 6**     *Telus Next Generation 911 Service Agreement*

THAT the report titled Telus Next Generation 911 Service Agreement be received for information;

AND THAT the delegated authorities be authorized to execute the Next Generation 911 Service Agreement with TELUS for five years;

AND THAT the Sunshine Coast Regional District accept the Union of British Columbia Municipalities Next Generation 911 grant valued at \$45,000;

277/23 cont.

AND FURTHER THAT the delegated authorities be authorized to execute the Approval Agreement and accept the Terms and Conditions.

**Recommendation No. 7**      *Community Emergency Preparedness Fund Grant Application for Fire Department Equipment and Training*

THAT the report titled Community Emergency Preparedness Fund Grant Application for Fire Department Equipment and Training be received for information;

AND THAT a grant application of up to \$120,000 for Fire Department equipment and training be submitted to the Union of British Columbia Municipalities on behalf of the Sunshine Coast Regional District;

AND FURTHER THAT the Sunshine Coast Regional District supports the current proposed activities identified in the application and is willing to provide overall grant management.

**Recommendation No. 8**      *Request for Proposal 2322202 Hazard, Risk and Vulnerability Analysis Contract Award*

THAT the report titled Request for Proposal 2322202 Hazard, Risk and Vulnerability Analysis (HRVA) Contract Award be received for information;

AND THAT the contract to provide a HRVA be awarded to KPMG in the amount of up to \$58,000 (excluding GST);

AND THAT the project budget for the contract of the HRVA be increased from \$50,000 to \$58,000 with the additional \$8,000 + GST funded from Local Government Climate Action Program funds;

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.

**Recommendation No. 9**      *Community Services Department 2023 Q2 Report*

THAT the report titled Community Services Department 2023 Q2 Report be received for information.

**Recommendation No. 10**      *Egmont/Pender Harbour (Area A) Advisory Planning Commission Meeting Minutes of July 26, 2023*

THAT the Egmont/Pender Harbour Advisory Planning Commission meeting minutes of July 26, 2023 be received for information.

277/23 cont.

**Recommendation No. 11**    *Halfmoon Bay (Area B) Advisory Planning Commission Meeting Minutes of July 25, 2023*

THAT the Halfmoon Bay Advisory Planning Commission meeting minutes of July 25, 2023 be received for information.

**Recommendation No. 12**    *Roberts Creek (Area D) Advisory Planning Commission Meeting Minutes of July 17, 2023*

THAT the Roberts Creek Advisory Planning Commission meeting minutes of July 17, 2023 be received for information.

**Recommendation No. 13**    *Elphinstone (Area E) Advisory Planning Commission Meeting Minutes of July 26, 2023*

THAT the Elphinstone Advisory Planning Commission meeting minutes of July 26, 2023 be received for information.

**Recommendation No. 14**    *West Howe Sound (Area F) Advisory Planning Commission Meeting Minutes of July 25, 2023*

THAT the West Howe Sound Advisory Planning Commission meeting minutes of July 25, 2023 be received for information.

**Recommendation No. 15**    *Compensation Policy for Advisory Committees*

THAT staff research a new compensation policy for Advisory Committees that meet during business hours (including the Gibsons and District Fire Commission) with the goal of making the Advisory Committees more diverse, inclusive, and representative of the residents of the Sunshine Coast.

**CARRIED**

COW

**It was moved and seconded**

278/23

THAT Committee of the Whole recommendation No. 5 of September 28, 2023 be received, adopted and acted upon as follows:

**Recommendation No. 5**    *Transit Improvement Program (TIP) – 2024 Expansion Priorities*

THAT the report titled Transit Improvement Program (TIP) – 2024 Expansion Priorities be received for information;

AND THAT expansion priorities (Year 1), including increased weekday frequency on Route 90 and an annual increase of 550 hours to the Custom Transit service, be approved in principle;

AND THAT the delegated authorities be authorized to sign the Memorandum of Understanding;

278/23 cont. AND FURTHER THAT a budget proposal be brought forward to the 2024 Budget deliberations to incorporate the associated revenues and expenses for the expansion to Route 90 and Custom Transit service levels.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

279/23

THAT the report titled Placement of Notice on Title be received for information;

AND THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 1, District Lot 6890, Plan EPP112876, PID 031-640-851, Folio 746.06921.210.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

280/23

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 3, District Lot 4663, Plan LMP36842, PID 024-054-232, Folio 746.06478.013.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

281/23

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 18, Block A, District Lot 809, Plan VAP12209, PID 008-565-821, Folio 746.00718.050.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

282/23

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 4, District Lot 6591, Plan VAP16146, PID 007-537-174, Folio 746.06870.020.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

283/23

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Block 65, District Lot 1023, Plan VAP7238, PID 004-802-900, Folio 746.01797.000.

**CARRIED**

Notice on  
Title

**It was moved and seconded**

284/23

THAT the Corporate Officer be authorized to file a Notice at the Land Title Office stating that a resolution has been made by the Sunshine Coast Regional District Board under Section 57 of the *Community Charter* against the land title of Lot 4, Block U, District Lot 1638, Plan VAP15340, PID 007-692-153, Folio 746.05067.040.

**CARRIED**

CAO Report

**It was moved and seconded**

285/23

THAT the Office of the CAO Monthly Report – verbal update be received for information.

**CARRIED**

## **BYLAWS**

Bylaw 422.44

**It was moved and seconded**

286/23

THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.44, 2023* be read a first time.

**CARRIED**

Bylaw 422.44

**It was moved and seconded**

287/23

THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.44, 2023* be read a second time.

**CARRIED**

Bylaw 422.44

**It was moved and seconded**

288/23

THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.44, 2023* be read a third time.

**CARRIED**

Bylaw 422.44                    **It was moved and seconded**

289/23                            THAT *Sunshine Coast Regional District Water Rates and Regulations Amendment Bylaw No. 422.44, 2023* be adopted.

**CARRIED**

*Director White left the meeting at 1:44 p.m.*

**DIRECTORS REPORTS**

*Directors provided a verbal report of their activities.*

**ADJOURNMENT**

290/23                            THAT the Regular Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 1:55 p.m.

Certified correct \_\_\_\_\_  
Corporate Officer

Confirmed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair