



# 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, JANUARY 26, 2023

## AMENDED AGENDA

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CALL TO ORDER 2:00 p.m.

### AGENDA

1. Adoption of agenda

### MINUTES

2. Regular Board meeting minutes of January 12, 2023

Annex A  
Pages 4 – 9

### BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

### PRESENTATIONS AND DELEGATIONS

### REPORTS

3. Committee of the Whole recommendation Nos. 1, 3 and 5-7 of January 12, 2023 (*recommendations 2 and 4 previously adopted*)
- 3a. ➡**ADD** Committee of the Whole recommendation Nos. 3 and 12 of January 26, 2023

Annex B  
pp 10 – 12

p 12a

4. Placement of Notice on Title – Chief Building Official

Annex C  
pp 13 – 15

5. Office of the CAO Monthly Report

Annex D  
pp 16 - 17

### COMMUNICATIONS

### MOTIONS

## BYLAWS

6. **⇒ADD** *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* Annex E  
pp 18 - 24  
 – *receipt of staff report*  
 – *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, SNGD-1)

## DIRECTORS' REPORTS

## NEW BUSINESS

## IN CAMERA

THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (f), (g), and (i) of the *Community Charter* – “personal information about an identifiable individual ...”, “law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation...”, “litigation or potential litigation affecting the municipality”, and “the receipt of advice that is subject to solicitor-client privilege...”.

## ADJOURNMENT

**Recommendation No. 3**      *Association of Vancouver Island and Coastal Communities (AVICC)  
Resolution – Modernization of the Local Government Act*

- (1) THAT the report titled Association of Vancouver Island and Coastal Communities (AVICC) Resolution – Modernization of the Local Government Act be received for information;
- (2) AND THAT the draft resolution as follows be approved and submitted to AVICC prior to the February 9, 2023, deadline:

WHEREAS a comprehensive review of the legislation governing regional districts has not been done; however, the social, political and economic environments in which local governments operate has dramatically evolved in areas including increased populations living in unincorporated areas, response to climate change, and First Nations' participation in regional governance;

AND WHEREAS the accountabilities of regional districts continue to increase, most recently with updates to Emergency Management legislation, but regional districts lack the tools and authority needed to meet these expanded responsibilities;

AND WHEREAS UBCM has endorsed multiple resolutions asking for a review of the Local Government Act as it relates to the legislative authority of regional districts; most recently in 2015, 2018, and 2022, and the province has been promising these urgently needed legislative updates for over twenty years;

THEREFORE BE IT RESOLVED THAT UBCM work with the Ministry of Municipal Affairs and regional districts to ensure that a comprehensive review and modernization of the Local Government Act is prioritized during the current municipal term of office;

- (3) AND FURTHER THAT this recommendation be forwarded to the January 26, 2023 Board Meeting.

**Recommendation No. 12**      *Request For Proposal 2261317 Domestic Hot Water Distribution  
System Reconstruction – Contract Award*

- (1) THAT the report titled Request for Proposal 2261317 Domestic Hot Water Distribution System Reconstruction – Contract Award be received for information;
- (2) AND THAT the budget for this project be increased to \$117,070 from \$35,000 with the increase of \$82,070 to be funded through Capital reserves;
- (3) AND THAT the 2023-2027 Financial Plan be amended to include this increase;
- (4) AND THAT a contract to reconstruct the Domestic Hot Water Distribution System at the Sechelt Aquatic Center be awarded to Ram Mechanical Ltd., for a value not to exceed \$109,250 (before GST);
- (5) AND THAT the delegated authorities be authorized to execute the contract;
- (6) AND FURTHER THAT this recommendation be forwarded to the Regular Board meeting of January 26, 2023.

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** SCRD Board – January 26, 2023

**AUTHOR:** Sherry Reid, Corporate Officer

**SUBJECT:** CHURCH ROAD WELL FIELD PROJECT SECURITY ISSUING

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### RECOMMENDATION(S)

- (1) THAT the report titled Church Road Well Field Project Security Issuing be received for information;
  - (2) AND THAT *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023* be given three readings and be adopted.
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### BACKGROUND

In 2020, the SCRD received approval of the electors through an Alternative Approval Process, for long term borrowing (not to exceed 30 years) to fund the design and construction of the Church Road well field. *Church Road Well Field Project Loan Authorization Bylaw No. 725, 2020* was adopted on July 23, 2020.

### DISCUSSION

As construction of the Church Road Well Field is nearing completion, it is necessary to move forward with a Security Issuing Bylaw for spring borrowing through the Municipal Finance Authority. The amount required to fund the project is \$9,000,000 (nine million dollars) which will be paid over a 30-year period. The Security Issuing Bylaw requires three readings and adoption and is included in the agenda for consideration.

### STRATEGIC PLAN AND RELATED POLICIES

Using long-term borrowing to finance an asset with a significant lifespan is consistent with Section 4.14 Debt Management, of the Financial Sustainability Policy which states:

The Regional District recognizes that, properly applied, debt can be an affordable and effective source of funding that complements the sustainability of an organization by matching costs to the appropriate tax-payer in the year in which the benefit is received. The Regional District also recognizes that excessive debt reduces an organization's flexibility and its ability to handle unforeseen challenges. Debt decisions shall balance quality of life and financial considerations.

**CONCLUSION**

The Church Road Well Field project is nearing completion and staff recommend proceeding with a Security Issuing Bylaw to authorize borrowing through the Municipal Finance Authority as part of the Spring 2023 debt issue.

Reviewed by:			
Manager		CFO/Finance	X - T. Perreault
GM		Legislative	
CAO	X – D. McKinley	Other	

## Sunshine Coast Regional District

### Bylaw No. 739

A bylaw to authorize the entering into of an Agreement respecting financing between the Sunshine Coast Regional District (the "Regional District") and the Municipal Finance Authority of British Columbia (the "Authority")

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for regional districts by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by the following loan authorization bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, the amount being issued under the authority thereof by this bylaw, and the term of the debt are included in this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing be undertaken through the Authority;

NOW THEREFORE the Regional Board of the Sunshine Coast Regional District in open meeting assembled enacts as follows:

Loan Authorization Bylaw #	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
725	Design and construction of Church Road well field	\$9,000,000	\$NIL	\$9,000,000	30 years	\$9,000,000
<b>Total</b>		<b>\$9,000,000</b>	<b>\$NIL</b>	<b>\$9,000,000</b>		<b>\$9,000,000</b>

1. The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Regional District Loan Authorization Bylaw table, at the sole cost and on behalf of the Regional District and its member municipalities up to, but not exceeding Nine Million Dollars (\$9,000,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed \$9,000,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the Sunshine Coast Regional District Loan Authorization Bylaw No. 725 if the anticipated revenues accruing to the Regional District from the operation of the Regional Water Service are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.
9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

10. This bylaw may be cited as *Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023*.

READ A FIRST TIME	this	26 <sup>th</sup>	day of	January, 2023
READ A SECOND TIME	this	26 <sup>th</sup>	day of	January, 2023
READ A THIRD TIME	this	26 <sup>th</sup>	day of	January, 2023
ADOPTED	this	26 <sup>th</sup>	day of	January, 2023

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CORPORATE OFFICER

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CHAIR



**Schedule “A” to Bylaw No. 739****CANADA****PROVINCE OF BRITISH COLUMBIA****AGREEMENT****Sunshine Coast Regional District**

The Sunshine Coast Regional District (the “Regional District”) hereby promises to pay to the Municipal Finance Authority of British Columbia (the “Authority”) at its Head Office in Saanich, British Columbia, the sum of Nine Million Dollars (\$9,000,000) in lawful money of Canada, together with interest thereon from the \_\_\_\_ day of \_\_\_\_\_ 20\_\_, at varying rates of interest, calculated semi-annually, in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the schedule attached commencing on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at \_\_\_\_\_, British Columbia, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 739 cited as “Sunshine Coast Regional District Security Issuing Bylaw No. 739, 2023”, this Agreement is sealed with the Corporate Seal of the Sunshine Coast Regional District and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chief Financial Officer

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatsoever in any court of the Province of British Columbia.

\_\_\_\_\_  
Deputy Inspector of Municipalities of British Columbia

**PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS**

<b>Date of Payment</b>	<b>Total Payment</b>	<b>Principal/Sinking Fund Deposit</b>	<b>Interest</b>
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$